

West Virginia Board of Architects



Annual Report FY2020 & FY2019

*The West Virginia Board of Architects safeguards
the life, health, property, and public welfare of the people
of West Virginia against the unauthorized, unqualified,
and improper practice of architecture.*

West Virginia Board of Architects
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December 18, 2020

The Honorable Jim Justice
Governor of West Virginia
State Capitol Building 1
Charleston, West Virginia 25305

Dear Governor Justice:

The West Virginia Board of Architects is pleased to provide you with its report for the fiscal years ending June 30, 2020 and June 30, 2019. The report is hereby submitted in compliance with statutory requirements.

The Board is charged with the administration and enforcement of the provisions of Chapter 30, Article 12 of the West Virginia Code governing the profession of architecture in an effort to protect the health, safety, and welfare of the public. This report details the Board's transactions for the preceding two years, together with an itemized statement of its receipts and disbursements and a full list of names of all persons licensed or registered by the Board during this period.

The Board gratefully acknowledges your timely appointments of members, keeping the Board of Architects supplied with active, engaged, and talented individuals who discharge their duties to diligently protect the public. The West Virginia Board of Architects continues to strive for maximum efficiency in serving the people of West Virginia and protecting their health, safety, and welfare.

Beginning next year, the Board will be celebrating its centennial – 100 years of service protecting the lives of West Virginians. This is indeed momentous, even in these extremely challenging times of the global pandemic. And despite the pandemic, the Board has been able to work effectively to serve the needs of West Virginians as well as professionals outside the state's borders.

Please let me know if I may answer any questions or provide additional information.

Sincerely,

Emily B. Papadopoulos
Executive Director

We do hereby certify that the information contained in the following Annual Report for the FY2020 and FY 2019 is true and correct to the best of our knowledge.



Adam Krason, Board President

12/18/2020
Date



Edward Tucker, Secretary

12/18/2020
Date

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FUNCTIONS OF THE WEST VIRGINIA BOARD OF ARCHITECTS

The functional objectives of the West Virginia Board of Architects are to administer the provisions of the West Virginia laws, rules, and regulations governing the profession of architecture in such a manner as to protect the public's health, safety and welfare.

The tasks of the Board can be generally classified into administration, education, and enforcement as follows:

1. Process and qualify applications for licensees
2. Issue licenses to qualified applicants
3. Investigate formal complaints filed
4. Conduct hearings for possible suspension or revocation of license
5. Renew licenses annually
6. Audit required continuing education of licensees
7. Educate regarding the architect's role in ensuring public safety.

The West Virginia Board of Architects consists of five registered professional architects and two public members, each Board Member being appointed by the Governor of West Virginia with the consent of the Senate of the West Virginia Legislature for terms of five years or until their successors are named.

The following persons have served as members of the Board for the period covered by this report:

2019-2020	Adam Krason, President Edward Tucker, Secretary Todd Boggess, Member Richard Forren, Member Wendy Scatterday, Member Jan Fox, Public Member Aubrey E. Smith, Member	Charleston, West Virginia Huntington, West Virginia Princeton, West Virginia Bridgeport, West Virginia Wheeling, West Virginia Charleston, West Virginia Jane Lew, West Virginia
2018-2019	Richard Forren, President Edward Tucker, Secretary Todd Boggess, Member Adam Krason, Member Wendy Scatterday, Member Jan Fox, Public Member Aubrey E. Smith, Member	Bridgeport, West Virginia Huntington, West Virginia Princeton, West Virginia Charleston, West Virginia Wheeling, West Virginia Charleston, West Virginia Jane Lew, West Virginia

**WV Board of Architects
Revenue
FY 2020 & FY2019**

The West Virginia Board of Architects is self-supporting, operating on the collection of licensing fees and renewals rather than appropriated funds.

Receipts collected from registration to practice architecture in West Virginia are deposited into a Special Revenue Fund at the Office of the Treasurer, and the expenses of the Board are disbursed from this fund. A statement of the receipts and disbursements of the Board for the FY 2020 and FY 2019 are shown on the following pages.

	FY2020	FY2019
Beginning Balance	\$271,402.30	\$269,492.25
Receipts:		
License Renewals	\$ 89,475	\$ 86,100
Late Renewals	\$ 10,800	\$ 12,300
Initial Registration Fees	\$ 48,750	\$ 45,200
Filing Fees	\$ 475	\$ 500
Reinstatements	\$ 2,500	\$ 1,750
Penalties & Disposition Costs	\$ 650	\$ 3,500
Miscellaneous Income	<u>\$ 75</u>	<u>\$ 8.72</u>
TOTAL	\$153,575.00	\$149,358.72

Notes:

*During FY2020, the West Virginia Board of Architects collected \$2,350.00 in penalties/disposition costs from architects who were practicing with expired licenses or violated other rules related to registration. Of this amount, \$1,700.00 was transferred to the General Revenue Fund. The remainder of \$650.00 was reimbursement to the board for direct expenses related to the disposition of the matters.

*During FY2019, the West Virginia Board of Architects collected \$3,500.00 in penalties/disposition costs from architects who were practicing with expired licenses or violated other rules related to registration. Of this amount, \$2,650.00 was transferred to the General Revenue Fund. The remainder was applied directly to the object codes affected by cases to reduce overall expenses,

*The Oasis Central Revenue Report of FY2020 shows a total of \$153,575.00. The receipts for architectural registrants for the FY2020 on the Microsoft Access Registration Program total \$153,150.00, for a difference of \$425.00. The discrepancy is due to the time schedules of deposits credited by the State Treasurer's Office and Bank, and the entry of the information into the Microsoft Access Registration Program.

<u>OBJ</u>	<u>EXPENDITURES - FY2020 & FY2019</u>	<u>Actual FY 2020</u>	<u>Actual FY 2019</u>
1200	Personnel Service	\$64,393.19	\$62,035.40
1201	Temp. Help & Per Diem	\$6,225.00	\$5,175.00
1206	Annual Increment	\$540.00	\$480.00
2200	PEIA Administration Fee	\$50.00	\$0.00
2202	Social Security/FICA Match	\$5,423.61	\$5,158.30
2203	Basic Life Insurance/PEIA	\$5,870.40	\$5,690.40
2205	Workers Compensation	\$300.00	\$300.00
2207	Pension & Retirement	\$6,493.27	\$6,274.69
2208	OPEA Paygo Retiree Trust RHBT	\$2,016.00	\$2,196.00
3200	Regular Office Expenses	\$355.39	\$490.36
3201	Printing & Binding	\$50.00	\$280.00
3202	Rent	\$12,954.68	\$5,334.28
3204	Telecommunications - Phone	\$2,920.53	\$2,957.40
3206	Contractual Services	\$3,161.81	\$3,882.71
3207	Professional Services - AG (Contractual Services)	\$8,602.00	\$2,910.75
3211	Travel	\$2,904.34	\$3,864.71
3213	Computer Services - Internal - Telep. Admin. Fee	\$847.20	\$1,046.64
3214	Computer Services - External	\$14,305.00	\$14,145.00
3217	Copier Rental	\$63.81	\$0.00
3218	NCARB & WV Association Dues	\$11,650.00	\$11,650.00
3219	Board of Risk & Insurance Management	\$2,812.00	\$2,812.00
3224	Advertising & Promotional	\$423.72	\$416.16
3229	Routine Maintenance (Contracts)	\$420.00	\$840.00
3233	Hospitality	\$322.13	\$399.26
3241	Miscellaneous	\$275.00	\$275.00
3242	Training & Development – In State	\$425.00	\$300.00
3243	Training & Development – Out of State	0.00	\$850.00
3244	Postage	\$768.03	\$640.78
3247	Software Licenses	\$274.56	
3252	Miscellaneous Equipment Purchases	\$49.97	\$0.00
3263	Bank Cost 2.5% Online Renewal Deposits	\$2,068.91	\$2,016.57
3272	PEIA Reserve Fund Payroll 1% Fee	\$645.00	\$622.00
	TOTAL EXPENSES	\$157,610.55	\$143,043.41
	Ending Cash Balance	\$267,322.01	\$271,402.30

**Registration Statistics
West Virginia Board of Architects
FY2020 & FY2019**

	FY2020	FY2019
ARE Exam Candidates	20	20
New Registrations in WV	129	118
Total Active Architects in WV	1241	1212
In State	115	113
Out of State	1126	1099
Renewals Processed	1193	1148
Late Renewals Processed	71	82
Reinstatements Processed	10	7
Formal Complaints Filed	4	4
Duplicate Certificate Issued	1	0

* In addition to the four formal complaints filed in FY2019, the Board also dismissed a complaint that was not within its jurisdiction.

WVBA - Licenses Issued from 07/01/2019 to 06/30/2020

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>
5112	FINNEY KRISTINE M.	SPARKS	MD	7/9/2019	2020-21
5137	THORNTON PATRICK E.	Cleveland	OH	7/9/2019	2020-21
5141	LEPORE GARY M.	PROVIDENCE	RI	7/3/2019	2020-21
5142	TATTERSHALL ARIANE	TULSA	OK	7/3/2019	2020-21
5143	JORGENSEN ERIK L.	LEAVENSWORTH	KS	7/3/2019	2020-21
5144	SMITH, JR. CHARLES E.	MOKENA	IL	7/9/2019	2020-21
5145	LIGO BRETT W.	SLIPPERY ROCK	PA	7/29/2019	2020-21
5146	SEKELY III JOSEPH D.	DELLROY	OH	8/26/2019	2020-21
5147	LICKEL DANIEL J.	KANSAS CITY	MO	8/26/2019	2019-20
5148	KAUFMANN MEGAN E.	RALEIGH	NC	7/16/2019	2020-21
5149	HOPKINS KYLE S.	WINCHESTER	VA	7/16/2019	2020-21
5150	MENDEZ JORGE A.	JOHNS CREEK	GA	7/22/2019	2020-21
5151	OLSON BENJAMIN M.	DULUTH	MN	7/26/2019	2020-21
5152	WINSTEAD ROBERT B.	CHARLOTTESVILLE	VA	8/2/2019	2020-21
5153	VINSON CLARENCE T.	ATLANTA	GA	8/14/2019	2020-21
5154	ROSS FRANK A.	NEW CASTLE	PA	10/21/2019	2020-21
5155	BOWER JOSHUA C.	PALMYRA	VA	8/15/2019	2020-21
5156	BERNLOHR JAMES	ARNOLD	MD	8/20/2019	2020-21
5157	KNOOP GREGORY S.	GAITHERSBURG	MD	8/20/2019	2019-20

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>	
5158	RUTLEDGE	HARRY R.	ALBANY	NY	8/20/2019	2020-21
5159	STANDISH	SHANNON M.	CINCINNATI	OH	8/26/2019	2020-21
5160	PAVLIK	KIMBERLY C.	ORLANDO	FL	8/26/2019	2020-21
5161	KOHN	GARY L.	CHICAGO	IL	8/26/2019	2020-21
5162	DEFRANK	JOHN	DALLAS	TX	8/28/2019	2020-21
5163	BAILEY	PAUL	NEW HAVEN	CT	8/28/2019	2020-21
5164	MCGONIGLE	EDWARD	DALLAS	TX	8/29/2019	2020-21
5165	KATINAS	JOHN G.	Washington	DC	11/1/2019	2020-21
5166	MILLER	KYLE E.	MARYSVILLE	OH	10/30/2019	2020-21
5167	HARDAWAY	DOUGLAS K.	CHARLOTTE	NC	8/29/2019	2019-20
5168	HORNE	RYAN C.	ATLANTA	GA	9/3/2019	2020-21
5169	JUNGE	MICHAEL	SALEM	OR	9/3/2019	2020-21
5170	STENSLAND	ROBERT J.	JANESVILLE	IA	9/3/2019	2020-21
5171	MARTIN	LAUREL R.	ORLANDO	FL	9/6/2019	2020-21
5172	WILSON	BRYAN W.	TAMPA	FL	9/6/2019	2020-21
5173	TESSAROLO, JR.	DANIEL L.	DES PLAINES	IL	9/6/2019	2020-21
5174	NEWTON	SARAH	HATTIESBURG	MS	9/12/2019	2020-21
5175	GALLUP	TIMOTHY	TULSA	OK	9/16/2019	2020-21
5176	RUST	WILLIAM E.	WHITE BEAR LAKE	MN	9/23/2019	2020-21
5177	DECK	ANDREW	CHARLES TOWN	WV	10/1/2019	2020-21
5178	BOTHNER	DOUGLAS C.	BALTIMORE	MD	10/21/2019	2020-21

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>	
5179	MURPHY	ROBIN A.	SEATTLE	WA	10/1/2019	2019-20
5180	MCKAY	JOHN M.	COLUMBUS	OH	10/1/2019	2020-21
5181	GREGORY	MEGHANN S.	MORGANTOWN	WV	10/9/2019	2020-21
5182	CARDOZO	RUSSELL	GREENLAND BEACH	MD	10/4/2019	2019-20
5183	KLIMKO	GREGORY C.	LITTLE ELM	TX	10/9/2019	2020-21
5184	JESTER	THOMAS C.	WASHINGTON	DC	10/9/2019	2020-21
5185	DONOVAN	LARRY W.	VINCENNES	IN	10/10/2019	2020-21
5186	STEDMAN IV	JAMES A.	QUAKERTOWN	PA	10/10/2019	2020-21
5187	MOLSBERRY	MATTHEW M.	TUSTIN	CA	10/15/2019	2020-21
5188	KEELAN	JOHN E.	PITTSBURGH	PA	3/13/2020	2020-21
5189	HASBROUCK	JUSTIN	HOUSTON	TX	10/30/2019	2020-21
5190	BURNETT	RODNEY F.	BOXFORD	MA	10/31/2019	2019-20
5191	BARRETT	V. RANDALL	RICHMOND	KY	11/1/2019	2020-21
5192	BUCKLEY	DAVIS A.	WASHINGTON	DC	10/31/2019	2019-20
5193	WHITNEY	LAURIE L.	MIDDLETON	WI	11/4/2019	2020-21
5194	KREHER	ADAM J.	OZARK	MO	11/4/2019	2020-21
5195	RUSSELL	WILLIAM H.	RALEIGH	NC	11/13/2019	2020-21
5196	BAKAS	BENJAMIN P.	PARSIPPANY	NJ	11/13/2019	2020-21
5197	ROARK	ANDREW	ALTAMONTE SPRINGS	FL	11/18/2019	2020-21
5198	RENNINGER	CASSANDRA R.	PITTSBURGH	PA	11/18/2019	2020-21
5199	KAY	ARTHUR	LUTZ	FL	12/30/2019	2020-21

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>	
5200	DOKKEN	DANIEL P.	WICHITA	KS	11/21/2019	2020-21
5201	FELDMAN	WARREN G.	POTOMAC	MD	11/25/2019	2020-21
5202	NASH	GARY A.	BIRMINGHAM	AL	12/19/2019	2020-21
5203	SHULTZ	RICHARD J.	ALBANY	OH	2/12/2020	2020-21
5204	ODOM	JOHN S.	ST. LOUIS	MO	12/13/2019	2020-21
5205	WETHERBEE, JR.	LOWELL A.	BENTONVILLE	AR	12/13/2019	2020-21
5206	FALK	RANDY J.	Swedesboro	NJ	12/19/2019	2020-21
5207	REYNOLDS	CHARLES CANNON	ATLANTA	GA	12/30/2019	2020-21
5208	LEWIS	JEFFREY S.	CHICAGO	IL	1/8/2020	2019-20
5209	KOSLOSKY	BARROW A.	SOUTH CHARLESTON	WV	3/10/2020	2020-21
5210	WITT	BENJAMIN A.	BARTLETT	TN	1/9/2020	2020-21
5211	STRESS	CHRISTOPHER	ALLENTOWN	PA	1/9/2020	2020-21
5212	CALDWELL	LOREY M.	YOUNGSTOWN	OH	1/9/2020	2020-21
5213	OLIVER	BRIAN D.	NASHVILLE	TN	1/14/2020	2019-20
5214	WRIGHT	LOREN C.	SEWICKLEY	PA	1/16/2020	2020-21
5215	PITASSI	ANTHONY L.	PITTSBURGH	PA	1/16/2020	2020-21
5216	KAGLIC	TRACIE ANN	YOUNGSTOWN	OH	1/27/2020	2019-20
5217	VAN HEEST, SR.	LEONARD D.	Wexford	PA	1/27/2020	2020-21
5218	CONTE	MATTHEW A.	ORLANDO	FL	1/28/2020	2020-21
5219	LIEBERGEN	JEFFREY	FOND DU LAC	WI	1/28/2020	2020-21
5220	MILLER	CHRISTOPHER J.	CHADDS FORD	PA	2/12/2020	2020-21

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>	
5221	ZAPPULLA	ROBERT A.	ROSWELL	GA	1/31/2020	2020-21
5222	NAGEL	GREGORY V.	ELM GROVE	WI	2/3/2020	2020-21
5223	VALENZA	LAWRENCE T.	SAINT LOUIS	MO	2/3/2020	2020-21
5224	MCKINNEY	GEOFFREY E.	CENTENNIAL	CO	2/3/2020	2020-21
5225	KASDAN	BENJAMIN I.	TYSONS	VA	2/12/2020	2020-21
5226	POULTON	SALVATORE J.	HAYMARKET	VA	2/20/2020	2019-20
5227	DIMIT	SCOTT M.	LAKEWOOD	OH	2/20/2020	2020-21
5228	SOLOMON	JAMES COLE	TAKOMA PARK	MD	2/20/2020	2019-20
5229	WALKER	KEVIN P.	PURCELLVILLE	VA	3/9/2020	2020-21
5230	WIPPENBECK	THOMAS A.	Butler	PA	2/26/2020	2020-21
5231	ESCOBAR	JAMES L.	MERIDIAN	ID	2/26/2020	2020-21
5232	BRYANT	NATHAN W.	ASHEVILLE	NC	2/28/2020	2020-21
5233	O'LEARY	TERESA	ALPHARETTA	GA	2/28/2020	2020-21
5234	CLITES	TIMOTHY L.	MIDDLEBURG	VA	3/2/2020	2020-21
5235	SMITH	JOSHUA E.	ST. LOUIS	MO	3/4/2020	2020-21
5236	DOMETAKIS	ANDREAS N.	PITTSBURGH	PA	3/4/2020	2020-21
5237	EDWARDS	MELISSA J.	KATY	TX	3/6/2020	2020-21
5238	COATS	JASON L.	CHARLOTTE	NC	3/6/2020	2020-21
5239	REGAZZONI	ROBERT D.	HAGERSTOWN	MD	3/13/2020	2020-21
5240	SHAPIRO	IRVING L.	FLOURTOWN	PA	3/24/2020	2020-21
5241	FISHER	SHAWN T.	BATON ROUGE	LA	3/24/2020	2020-21

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>	
5242	RAPP	NATHAN	NIXA	MO	3/24/2020	2020-21
5243	D'ISABELLA	JOSEPH C.	OXFORD	PA	3/24/2020	2020-21
5244	GOLINKIN	NORMAN	BUFFALO GROVE	IL	4/13/2020	2020-21
5245	SOEHNLEN	MARK	NORTH CANTON	OH	4/13/2020	2020-21
5246	SMITH	STEPHEN M.	ALEXANDRIA	VA	4/13/2020	2020-21
5247	INMAN	JOSHUA	ORLANDO	FL	4/13/2020	2020-21
5248	KUHN	JONATHAN M.	WASHINGTON	DC	4/13/2020	2020-21
5249	EARDLEY	RAND M.	HOLLADAY	UT	4/16/2020	2019-20
5250	HARPER	WESTLEIGH	CLEVELAND	OH	4/16/2020	2020-21
5251	MINER	ALAN R.	FREDERICK	MD	4/24/2020	2020-21
5252	FERGUSON	MARK A.	AKRON	OH	4/24/2020	2019-20
5253	BEEGAN	PAUL R.	LAKESWOOD	OH	4/24/2020	2020-21
5254	HENDRICKS	CHARLES	HARRISONBURG	VA	6/12/2020	2010-21
5255	LUTSCH, JR.	MICHAEL H.	COLUMBUS	OH	5/7/2020	2020-21
5256	BERG	JEREMY R.	KALAMAZOO	MI	6/1/2020	2020-21
5257	LEMKE	ROLAND	ALEXANDRIA	VA	6/1/2020	2020-21
5258	HARRMANN	ERIC ROBERT	WAUWATOSA	WI	6/1/2020	2020-21
5259	TOGNETTI	BRIAN J.	BLOOMFIELD HILLS	MI	6/1/2020	2020-21
5260	TETTERTON	SYDNOR	RICHMOND	VA	6/1/2020	2020-21
5261	JOHNSTON	DAVID A.	AUSTIN	TX	6/1/2020	2020-21
5262	WILSON	A. HUNTER	BLACKSBURG	VA	6/12/2020	2020-21

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>	
5263	HARSHMAN	TODD M.	GREENCASTLE	PA	6/12/2020	2020-21
5264	STOCKHOLM	TYLER J.	NEW HOLLAND	PA	6/18/2020	2020-21
5265	FOX	DAVID L.	BALTIMORE	MD	6/22/2020	2020-21
5266	LAMB	COLIN C.	TULSA	OK	6/22/2020	2020-21
5267	GREGORY	MARY ELIZABETH	OVERLAND PARK	KS	6/26/2020	2020-21

Total Count: 129

WVBA - Licenses Issued from 07/01/2018 to 06/30/2019

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>
4993	SOGA	CLEMENT T.	CA	7/16/2018	2018-19
4994	LEAKEY	JOHN M.	PA	9/13/2018	2019-20
5007	LORENZ	ERIC	MD	7/2/2018	2019-20
5020	SERRAO	JOSEPH	PA	8/6/2018	2018-19
5024	CHITWOOD	DEBRA M.	SC	7/16/2018	2019-20
5025	SAMPAT	LEON S.	OH	7/16/2018	2019-20
5027	COLEMAN	RALPH M.	SC	7/16/2018	2019-20
5028	CUNDIFF	DEREK B.	VA	9/26/2018	2019-20
5029	CALLAWAY	THERESA H.	VA	7/18/2018	2019-20
5030	YAEGER	CARL J.	KS	7/23/2018	2019-20
5031	HARMS	KEVIN W.	MO	8/20/2018	2019-20
5032	BAUMANN	RUSSELL M.	AZ	7/30/2018	2019-20
5033	BOGUSCH	MELISSA M.	IL	8/6/2018	2019-20
5034	MCINTYRE	JONATHAN R.	ME	8/20/2018	2019-20
5035	DASILVA GUERREIRO	JOSE	VA	8/20/2018	2019-20
5036	EINWALTER	TIMOTHY	WI	8/27/2018	2019-20
5037	KNIGHT	ANDREW P.	GA	8/14/2018	2019-20
5038	ROLLING	DAWN	WI	8/14/2018	2019-20
5039	ATAR	MEHDI	MD	9/4/2018	2019-20

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>	
5040	MCDONALD	JAMES	GREAT FALLS	VA	9/4/2018	2018-19
5041	CRANDALL	JOHN J.	MENDHAM	NJ	9/13/2018	2019-20
5042	SAEGER	NORMAN K.	LOUISVILLE	OH	9/11/2018	2019-20
5043	SPERANZA-KELLY	AMANDA	CANANDAIGUA	NY	10/10/2018	2019-20
5044	KREMER	SCOTT	LOUISVILLE	KY	3/22/2019	2019-20
5045	MORRISON	CHRISTOPHER S.	WASHINGTON	DC	9/12/2018	2019-20
5046	HOUCK	BRENT M.	PITTSBURGH	PA	9/21/2018	2019-20
5047	D'ISABELLA	LINDA A.	Oxford	PA	9/17/2018	2019-20
5048	HAZAVEH	NORY	NEW YORK	NY	9/20/2018	2019-20
5049	MOORE	PATRICK G.	CINCINNATI	OH	12/11/2018	2019-20
5050	DIMARCO	DANIEL J.	ROANOKE	VA	9/27/2018	2019-20
5051	HANSEN	MATTHEW R.	PITTSBURGH	PA	10/10/2018	2019-20
5052	ESCOBAR	TATIANA E.	WASHINGTON	DC	10/10/2018	2019-20
5053	AHO	TIMOTHY A.	HOOVER	AL	10/10/2018	2019-20
5054	DICUS	SCOTT F.	MEMPHIS	TN	10/15/2018	2019-20
5055	GRAY	LELAND A.	SOUTH JORDAN	UT	10/26/2018	2019-20
5056	LA SHORNE	CHRIS F.	LA CROSSE	WI	11/5/2018	2019-20
5057	PORTS	DAVID C.	RICHFIELD	OH	10/19/2018	2019-20
5058	JOHNSON	YVONNE T.	WALDORF	MD	10/26/2018	2019-20
5059	FUNARI	JON	PITTSBURGH	PA	2/25/2019	2019-20
5060	GUENTHER	HERBERT	BUFFALO	NY	10/29/2018	2019-20

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>	
5061	PFEFFER	JAMES H.	NASHVILLE	TN	11/1/2018	2019-20
5062	MOORE MORLEY	DARREN C.	NEWBURGH	IN	11/1/2018	2019-20
5063	FAUST	RYAN M.	BENTONVILLE	AR	11/5/2018	2019-20
5064	FLYNN	WILLIAM M.	ARNOLD	MD	12/11/2018	2019-20
5065	FEARON	WILLIAM J	CHERRY HILL	NJ	11/13/2018	2018-19
5066	HANSEMAN	JAY E.	FREDERICK	MD	11/19/2018	2019-20
5067	DEVER	THOMAS JAMES	GLEN MILLS	PA	11/19/2018	2019-20
5068	MATSINGER	CHARLES M.	PHILADELPHIA	PA	11/26/2018	2019-20
5069	DONAHOE	COLIN PATRICK	MARCELLUS	NY	12/5/2018	2019-20
5070	STEIN	STEVEN D.	CINCINNATI	OH	12/17/2018	2019-20
5071	MUNIZ-GUILLET	RICARDO J.	CORAL SPRINGS	FL	1/30/2019	2019-20
5072	MARASCO	JOHN	DENVER	CO	12/26/2018	2019-20
5073	JOHNSON	STANLEY W.	SUMMERVILLE	SC	1/2/2019	2019-20
5074	HAZLETT	SCOTT O.	PITTSBURGH	PA	12/26/2018	2019-20
5075	JONES	MICHAEL D.	MARIETTA	GA	1/2/2019	2019-20
5076	JANIGA	JEROME K.	PINCKNEY	MI	2/25/2019	2019-20
5077	KRAUS	SHANNON	WASHINGTON	DC	1/4/2019	2019-20
5078	WALLACE	JOEL L.	JEFFERSONVILLE	IN	1/7/2019	2018-19
5079	WILSON	KYLE A.	JEFFERSONVILLE	IN	1/7/2019	2018-19
5080	WAGENBLAST	BLAIR	PHILADELPHIA	PA	1/22/2019	2019-20
5081	MCDONALD	LYNNE A.	GREAT FALLS	VA	2/4/2019	2019-20

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>	
5082	NICHOLSON	RYAN R.	BRENTWOOD	TN	1/30/2019	2019-20
5083	KELLY	JOSEPH J.	ANNAPOLIS	MD	2/8/2019	2018-19
5084	HYATT	MATTHEW D.	BOSTON	MA	2/13/2019	2019-20
5085	COMITO	GREGORY A.	NEWARK	NJ	2/13/2019	2019-20
5086	SULLIVAN	SUZANNE S.	SPARTA	NJ	2/19/2019	2019-20
5087	NOSKIN	DENNIS	TARRYTOWN	NY	2/19/2019	2019-20
5088	STEELE	WESLEY	CALDWELL	ID	2/19/2019	2019-20
5089	ARD	ROBERT	ATLANTA	GA	2/19/2019	2019-20
5090	MARSDEN	RYAN K.	CARNELIAN BAY	CA	2/25/2019	2019-20
5091	FRITZBERG	ERIK K.	PITTSBURGH	PA	2/25/2019	2019-20
5092	JASPER	JAMES E.	Pittsburgh	pa	2/25/2019	2019-20
5093	HAIR	CHRISTOPHER	LAKE WORTH	FL	2/27/2019	2018-19
5094	CLARK	JORDAN G.	DUNMORE	PA	2/27/2019	2019-20
5095	PRATT	ROBERT A.	MADISON	WI	3/22/2019	2019-20
5096	SMALL	FRANK T.	EDMOND	OK	3/4/2019	2019-20
5097	HOPKE	JOHN A.	WILLIAMSBURG	VA	3/11/2019	2018-19
5098	CARRELL	JOSHUA W.	ANTIOCH	CA	3/11/2019	2019-20
5099	EHRlich	MICHAEL	MILWAUKEE	WI	3/11/2019	2019-20
5100	HOLCOMB	TREVOR T.	DALLAS	TX	3/11/2019	2019-20
5101	URUETA	BENJAMIN R.	GREENVILLE	SC	3/22/2019	2019-20
5102	BARNES	CAITLIN	DENVER	CO	3/22/2019	2019-20

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>	
5103	CALI	PAUL A.	PITTSBURGH,	PA	4/5/2019	2019-20
5104	HUTTER III	HAROLD D.	OVIEDO	FL	4/5/2019	2019-20
5105	WINKELMANN	GEORGE H.	AKRON	OH	4/5/2019	2019-20
5106	MCLAIN	CARRY D.	DALLAS	TX	4/5/2019	2019-20
5107	OSMAN	YASSER S.	POTTSTOWN	PA	4/5/2019	2019-20
5108	DAVIS	STEPHEN B.	CHARLOTTESVILLE	VA	4/5/2019	2019-20
5109	MERRILL	RANDAL G.	CINCINNATI	OH	4/11/2019	2019-20
5110	KEITH	DAVID A.	NORFOLK	VA	4/11/2019	2019-20
5111	MCCORD	DOUGLAS L.	PHOENIX	AZ	4/11/2019	2019-20
5113	CUPP	DALE LEE	BROADWAY	VA	6/18/2019	2019-20
5114	SPROULS	JOHN W.	JEFFERSONVILLE	IN	4/15/2019	2019-20
5115	BLEVINS	BENJAMIN TYLER	Jonesborough	TN	5/8/2019	2019-20
5116	HUGHES	ROGER C.	PEWEE VALLEY	KY	4/16/2019	2019-20
5117	HALL	THOMAS E.	WAYNE	PA	4/16/2019	2018-19
5118	FLANAGAN	THOMAS D.	BETHESDA	MD	4/25/2019	2019-20
5119	GOODWIN	MICHAEL S.	BALTIMORE	MD	4/25/2019	2019-20
5120	MORGAN	W. RONALD	SALISBURY	MD	4/25/2019	2019-20
5121	CAVIN	SETH A.	OKLAHOMA CITY	OK	5/6/2019	2019-20
5122	SACKENHEIM	JEFFREY A.	CINCINNATI	OH	5/6/2019	2019-20
5123	COSTELLO	SCOTT C.	CRYSTAL LAKE	IL	5/6/2019	2019-20
5124	SCHAEFFER	LARRY	STATESVILLE	NC	5/8/2019	2019-20

<i>License #</i>	<i>Name</i>	<i>City</i>	<i>State</i>	<i>Date Issued</i>	<i>Rnw Year</i>	
5125	CASTIN	CHRISTIAN	ALPHARETTA	GA	5/8/2019	2019-20
5126	ADITYA	SANDIPAN	COLUMBUS	OH	5/13/2019	2019-20
5127	BUSCH	CHARLES M.	COLUMBUS	OH	5/13/2019	2019-20
5128	RAHN	GLENN R.	GRAND RAPIDS	MI	5/16/2019	2019-20
5129	HARKINS, JR.	CARL G.	FORT WORTH	TX	5/20/2019	2019-20
5130	RICCIUTI	ANTHONY	DETROIT	MI	5/20/2019	2019-20
5131	BROWN	JEFFREY	HOUSTON	TX	5/20/2019	2019-20
5132	IANNELLI	PATRICK D.	PENDLETON	SC	5/20/2019	2019-20
5133	BURNS	KEVIN M.	LOUISVILLE	KY	6/7/2019	2019-20
5134	MCBEATH, JR.	WILLIAM	FALLS CHURCH	VA	6/7/2019	2019-20
5135	SANDVICK	JONATHAN	CLEVELAND	OH	6/7/2019	2019-20
5136	SHEETS	JASON C.	DAYTON	OH	6/7/2019	2019-20
5138	MCCARTHY III	WILLIAM	TOWSON	MD	6/27/2019	2019-20
5139	ISBELL	THEODORE	BOISE	ID	6/27/2019	2019-20
5140	JARMAN	THOMAS	MOBILE	AL	6/27/2019	2019-20

Total Count: 118

WVBA ACTIVE LICENSEES AS OF 06/30/2020

STATE	# of LICENSEES
AL	12
AR	11
AZ	13
CA	13
CO	12
CT	4
DC	21
FL	30
GA	46
IA	2
ID	4
IL	37
IN	24
KS	14
KY	36
LA	5
MA	12
MD	77
ME	1
MI	21
MN	17
MO	30
MS	1
MT	1
NC	41
ND	1
NE	2
NH	1
NJ	20
NM	1
NV	2
NY	37
OH	173
OK	14
ON	1
OR	3

STATE	# of LICENSEES
PA	149
RI	1
SC	13
TN	39
TX	45
UT	4
VA	110
WA	10
WI	15
WV	115
Grand Total	1241

WVBA ACTIVE LICENSEES AS OF 06/30/2019

STATE	# of LICENSEES
AL	11
AR	12
AZ	13
CA	16
CO	13
CT	2
DC	17
FL	27
GA	43
IA	1
ID	3
IL	33
IN	24
KS	11
KY	37
LA	6
MA	12
MD	72
ME	1
MI	21
MN	17
MO	29
MT	1
NC	42
ND	1
NE	2
NH	1
NJ	21
NM	1
NV	2
NY	41
OH	172
OK	12
ON	1
OR	2
PA	140

STATE	# of LICENSEES
SC	12
TN	46
TX	45
UT	4
VA	106
WA	10
WI	16
WV	114
Grand Total	1212

WVBA Active Licensees By County as of 06/30/2020

COUNTY	LICENSE	LNAME	FNAME
BERKELEY			
	2536	RUDE	BARRY RUSSELL
Count			1
CABELL			
	1306	SUMMERFELDT	ROBERT
	2743	TUCKER	EDWARD W
	3635	RANDOLPH	NATHAN
	3836	DAILEY	EVAN DENVER
	3951	WILKES	WALTER LEE
	4062	RANDOLPH	PHOEBE A. PATTON
	4121	HARPER	HOLLY RENEE
	4322	DYGERT	JOSHUA M.
Count			7
GREENBRIER			
	1424	HART	DANIEL
	3856	ROACH	EDWARD LEE II
	4563	PARRISKI	MICHAEL DAVID
	4943	WYATT, JR.	HARRY E.
	5076	JANIGA	JEROME K.
Count			5
HAMPSHIRE			
	4553	CHELNOV	MICHAEL
Count			1
HANCOCK			
	3750	BERNARDI	LOUIS P.
Count			1
HARRISON			
	1494	PEDERSEN	RALPH
	1500	GUSTAFSON	LEE O
	3640	SWIGER	JAMES BRIAN

COUNTY	LICENSE	LNAME	FNAME
	3689	FREEMAN	PHILIP
	4782	VASANI	JALPA SUGAM
	4791	LYONS	JOSHUA ZACHREY
Count			6
JEFFERSON			
	2329	WELSH	ROSALIND E
	2716	WHITAKER	JEFFREY BRIAN
	4203	BOSCO	JOSEPH S.
	4884	BINDER	MICHAEL PAUL
	5177	DECK	ANDREW
Count			5
KANAWHA			
	1044	TENNANT	PAUL
	1167	GOFF	JERRY R
	1326	CHATURVEDI	ANAND
	1423	MILLER JR	LLOYD W
	1503	GUFFEY II	FRANCIS A
	1684	ELLIOT	JOHN R.
	1848	SOLTIS	GEORGE
	1889	HARRIS	JOHN
	1997	EPLING	MARK T
	2041	FRIER, JR.	JACK BLAIR
	2228	ADKINS	LARRY G
	2377	MARSHALL	DAVID M
	2502	PHILLIPS	MICHAEL M
	2689	POTTS	THOMAS MICHAEL
	2777	ZACHWIEJA	MARK TODD
	2811	SHRIVER	TED A
	2860	O'LEARY	STEPHEN D.
	2871	KING	JAMES R.
	2874	WORLLEDGE	THOMAS R.
	2893	FERGUSON	DAVID E.
	2976	MAXWELL	CARL BOYD
	3014	SIMON	SEAN GEORGE
	3018	ESTEP	BRIAN A.
	3135	BOLEN	RON L.

COUNTY	LICENSE	LNAME	FNAME
	3264	CAMPBELL	CHRISTOPHER
	3380	DRIGGS	JODY
	3425	KLEYKAMP	PAUL RAY
	3498	KRASON	ADAM R.
	3521	WARNOCK	PHILLIP
	4041	WORKMAN	VIVIAN ANN
	4176	MARGOLIS	ARIC L.
	4179	CLOER, III	WILLIAM THOMAS
	4193	SPENCER	NATHANIEL HAROLD
	4244	SINCLAIR	RYAN JOSEPH
	4302	PAULEY	RODNEY ALLEN
	4309	VANGILDER	JOYCE A.
	4386	JONES	JEREMY
	4410	DYE	STEVEN DOUGLAS
	4450	MCCAULEY	ANN MARIE
	4644	ARTHUR	CASEY CHARLES
	4653	CHEUVRONT	AMANDA JO
	4797	MARTIN	GREGORY ISAAC
	5209	KOSLOSKY	BARROW A.
Count			43
MARION			
	2230	FORREN	RICHARD T
	2693	KEY	REBECCA JEAN
	3331	WEAN	PAMELA JO
	4170	EDDY	RAYMOND GREG
	4222	MILLER	JASON
	4590	SNIDER	DAVID E.
	4605	ROHALY	ADAM LUCAS
Count			7
MARSHALL			
	4354	RYMER	PATRICK JASON
Count			1
MERCER			
	2587	BOGCESS	TODD E
	4876	MILLER	ANTHONY T.
Count			2

MONONGALIA**COUNTY****LICENSE****LNAME****FNAME**

1768	MARTIN	LARRY D
2626	WALKER	PAUL A
3321	BREAKEY	MATTHEW
3525	MILLS	MICHAEL
4049	PRITTS	THOMAS F.
4141	CHRISTOPHER	TODD G.
4282	DULANEY, JR.	RONALD E.
4513	BOWERS	STACEY LYNNE
4803	ETRIS	TYLER BLAKE
4845	COLE	KELLIE MARIE
4893	FRICK	JOSHUA J.
5181	GREGORY	MEGHANN S.

Count

12

OHIO

1743	GREER	PETER S
1765	MADAMA	DENNIS
2397	GRECO	VICTOR R
2628	BROOKS	DANA LOWRY
2708	KAYAFAS	CONSTANTINE
3056	AVDAKOV	STEVEN
3255	SCATTERDAY	WENDY
3585	MULL	ADAM C
3753	WINOVICH	RAYMOND S.
3810	SCHessler	CHRISTINA ANN
4941	SMITH	JASON GEORGE

Count

11

PRESTON

2104	SAUSEN	JOHN
4933	JOHN	DOLORES

Count

2

PUTNAM

2101	WILLIAMSON	GREGORY A
2302	SALLADÉ	MARKHAM D.
3836	DAILEY	EVAN DENVER
4047	BUMPUS	GEORGE E.

Count

4

RALEIGH

COUNTY	LICENSE	LNAME	FNAME	
	1079	ELLER	NED BENDER	
	1608	SNEAD	J DAN	
	1633	KRAUSE JR	ROBERT	
Count				3
UPSHUR				
	3198	VANNOSTRAND	JAMES	
Count				1
WAYNE				
	3100	MITCHELL	TODD	
Count				1
WOOD				
	3800	STOTTS	TRACI LORENE	
	4573	ALGMIN	CHRISTOPHER L.	
Count				2
Total Count	115			

WVBA Active Licensees By County as of 06/30/2019

COUNTY	LICENSE	LNAME	FNAME
BERKELEY			
	2536	RUDE	BARRY RUSSELL
Count			1
CABELL			
	1306	SUMMERFELDT	ROBERT
	2743	TUCKER	EDWARD W
	3635	RANDOLPH	NATHAN
	3836	DAILEY	EVAN DENVER
	3951	WILKES	WALTER LEE
	4047	BUMPUS	GEORGE E.
	4062	RANDOLPH	PHOEBE A. PATTON
	4121	HARPER	HOLLY RENEE
	4322	DYGERT	JOSHUA M.
Count			9
GREENBRIER			
	1424	HART	DANIEL
	3856	ROACH	EDWARD LEE II
	4563	PARRISKI	MICHAEL DAVID
	4943	WYATT, JR.	HARRY E.
Count			4
HAMPSHIRE			
	4553	CHELNOV	MICHAEL
Count			1
HANCOCK			
	3750	BERNARDI	LOUIS P.
Count			1
HARRISON			
	1494	PEDERSEN	RALPH
	1500	GUSTAFSON	LEE O
	3640	SWIGER	JAMES BRIAN
	3689	FREEMAN	PHILIP
	4782	VASANI	JALPA SUGAM
	4791	LYONS	JOSHUA ZACHREY
Count			6

JEFFERSON

2329	WELSH	ROSALIND E
2615	RECNY	JOHN J
2716	WHITAKER	JEFFREY BRIAN
4884	BINDER	MICHAEL PAUL

Count

4

KANAWHA

1044	TENNANT	PAUL
1167	GOFF	JERRY R
1326	CHATURVEDI	ANAND
1423	MILLER JR	LLOYD W
1503	GUFFEY II	FRANCIS A
1684	ELLIOT	JOHN R.
1848	SOLTIS	GEORGE
1889	HARRIS	JOHN
1997	EPLING	MARK T
2041	FRIER JR	JACK BLAIR
2101	WILLIAMSON	GREGORY A
2228	ADKINS	LARRY G
2377	MARSHALL	DAVID M
2501	SPENCER	MARK
2502	PHILLIPS	MICHAEL M
2689	POTTS	THOMAS MICHAEL
2777	ZACHWIEJA	MARK TODD
2811	SHRIVER	TED A
2860	O'LEARY	STEPHEN D.
2871	KING	JAMES R.
2874	WORLLEDGE	THOMAS R.
2893	FERGUSON	DAVID E.
2976	MAXWELL	CARL BOYD
3014	SIMON	SEAN GEORGE
3018	ESTEP	BRIAN A.
3135	BOLEN	RON L.
3264	CAMPBELL	CHRISTOPHER
3380	DRIGGS	JODY
3425	KLEYKAMP	PAUL RAY
3498	KRASON	ADAM R.
3521	WARNOCK	PHILLIP

4041	WORKMAN	VIVIAN ANN
4176	MARGOLIS	ARIC L.
4179	CLOER, III	WILLIAM THOMAS
4193	SPENCER	NATHANIEL HAROLD
4244	SINCLAIR	RYAN JOSEPH
4302	PAULEY	RODNEY ALLEN
4309	VANGILDER	JOYCE A.
4386	JONES	JEREMY
4450	MCCAULEY	ANN MARIE
4644	ARTHUR	CASEY CHARLES
4653	CHEUVRONT	AMANDA JO
4797	MARTIN	GREGORY ISAAC

Count

43

MARION

1663	BARNUM	STEPHEN A
2104	SAUSEN	JOHN
2230	FORREN	RICHARD T
2693	KEY	REBECCA JEAN
3331	WEAN	PAMELA JO
4170	EDDY	RAYMOND GREG
4222	MILLER	JASON
4590	SNIDER	DAVID E.
4605	ROHALY	ADAM LUCAS

Count

9

MARSHALL

4354	RYMER	PATRICK JASON
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Count

1

MERCER

2587	BOGGESS	TODD E
4876	MILLER	ANTHONY T.

Count

2

MONONGALIA

1768	MARTIN	LARRY D
2626	WALKER	PAUL A
3321	BREAKEY	MATTHEW
3525	MILLS	MICHAEL
4049	PRITTS	THOMAS F.
4141	CHRISTOPHER	TODD G.

	4282	DULANEY, JR.	RONALD E.	
	4513	BOWERS	STACEY LYNNE	
	4803	ETRIS	TYLER BLAKE	
	4845	COLE	KELLIE MARIE	
	4893	FRICK	JOSHUA J.	
Count				11
OHIO				
	1743	GREER	PETER S	
	1765	MADAMA	DENNIS	
	2397	GRECO	VICTOR R	
	2628	BROOKS	DANA LOWRY	
	2708	KAYAFAS	CONSTANTINE	
	3056	AVDAKOV	STEVEN	
	3255	SCATTERDAY	WENDY	
	3585	MULL	ADAM C	
	3753	WINOVICH	RAYMOND S.	
	3810	SCHessler	CHRISTINA ANN	
	4941	SMITH	JASON GEORGE	
Count				11
PRESTON				
	4933	JOHN	DOLORES	
Count				1
PUTNAM				
	2302	SALLADÉ	MARKHAM D.	
Count				1
RALEIGH				
	1079	ELLER	NED BENDER	
	1608	SNEAD	J DAN	
	1633	KRAUSE JR	ROBERT	
Count				3
UPSHUR				
	3198	VANNOSTRAND	JAMES	
Count				1
WAYNE				
	3100	MITCHELL	TODD	
Count				1

WOOD

3800 STOTTS
4573 ALGMIN
4613 INGHAM

TRACI LORENE
CHRISTOPHER L.
BARRY WILLIAM

Count
Total Count

3

113

**Complaint, Inquiry & Discipline Summary
FY 2020 (July 1, 2019 – June 30, 2020)**

11-20-2018 Board vs. Anthony Ewing

Complaint: On November 20, 2018, the Board filed a complaint against Anthony Ewing based upon information shared with it by the West Virginia Board of Registration for Professional Engineers which alleged that he had practiced engineering rather than architecture by stamping mechanical, electrical, and plumbing plans not prepared by him.

Action: The architect responded, and an informal conference was held with the architect, represented by counsel, on March 21, 2019 as part of the Board's regular meeting.

Resolution: A consent agreement and order was finalized on July 10, 2019 (during FY2020) in which the architect maintained he believed he was following applicable rules and paid a \$500.00 fine for work that was considered by the Board to not be the "incidental practice" of engineering.

05-14-2019 Board vs. Daniel Hart

Complaint: On May 14, 2019, the Board received a complaint against an architect Daniel Hart by another architect alleging unprofessional behavior, fraudulent conduct, and general incompetence. Subsequent addendums to the complaint arrived on May 28, 2019 and June 4, 2019. This complaint spans two fiscal years. The complainant wanted to end involvement with the complaint, but based upon the investigation, the Board continued the complaint.

Action: The Board investigated the complaint and had an informal conference with the respondent on October 3, 2019. A Status Report was sent to the complainant and respondent on November 5, 2019.

Resolution: The Board entered into a consent agreement and order with architect Daniel Hart on June 26, 2020. The respondent is currently meeting the requirements of the consent agreement and order, which may be located on the Board's website.

12-30-2019 Board vs. Architect

Complaint: Based upon the investigation of an open complaint, the board found sufficient evidence to file a complaint against an architect alleging unprofessional conduct, including misrepresenting information on an application for registration and also being aware of a violation by another registered professional and failing to disclose it.

Action: The Board investigated the complaint and provided updates to the respondent following its March 26, 2020 and June 11, 2020 meetings. A status report followed on July 22, 2020.

Resolution: At the close of FY2020, the complaint remained open for investigation. The Board dismissed the complaint on September 17, 2020 at its quarterly Board Meeting due to insufficient evidence to find probable cause.

2-7-2020 Board vs. John Michael Sakoian

Complaint: The Board learned upon review of an application for reinstatement that the architect had been practicing in the state with an inactive registration.

Action: The Board reviewed a detailed disclosure of the architect's projects during the time in which his registration was inactive.

Resolution: The Board reached a consent agreement and order with Mr. Sakoian reinstating his registration with all applicable fees, a reprimand, a civil penalty of \$1,200, and reimbursement of the cost of the disposition of the issue to the Board for \$650.00

05-07-2018 Inquiry - Follow-up Board Letter to Professional

Complaint: The Board discussed a problem regarding a professional not registered with the Board using the title "architect" in the State. The Board had provided previous guidance to this individual in 2018 regarding how services and professional qualifications were marketed.

Action: The Board's attorney sent a letter to the professional noting that recent publicity and social media posts had used the title "architect" which may create confusion for the public. The letter requested that the professional voluntarily correct the social media posts and make an appearance before the Board.

Resolution: The unlicensed individual made the changes requested by the Board, and the Board indicated the changes were satisfactory, and it considered the matter closed.

**Complaint, Inquiry & Discipline Summary
FY 2019 (July 1, 2018 – June 30, 2019)**

09-17-2018 Board vs. Peter Mark Viola

Complaint: On September 17, 2018, Peter Mark Viola applied for reinstatement of his license (#1844) and disclosed that he had practiced architecture in the State of West Virginia during a period in which his license had been inactive following its expiration on June 30, 2014, which is a violation of W.Va. Code R §2-1-8 (8.9 Practice Prohibition).

Action: The Board requested information on the projects in which Mr. Viola participated during the period of expiration and denied the reinstatement pending a possible consent order

Resolution: A Consent Order was agreed upon on December 26, 2019 and approved by the Board. The order resulted in reinstatement with payment for reinstatement, a late renewal, a civil penalty of \$2,150.00 for practice with an inactive license and a \$500 of reimbursement for the disposition of the matter.

11-14-2018 Inquiry

Complaint: On November 14, 2018, the Board received a complaint against a construction company related to a roofing project.

Action: The Board dismissed the complaint on November 14, 2018 because it had no jurisdiction in the matter since the work did not involve the work of a registered architect in the State of West Virginia.

Resolution: The complainant was referred to the West Virginia Division of Labor which licenses contractors and also to the Attorney General's Office of Consumer Protection, and Consumer Complaint Forms were provided.

11-20-2018 Board vs. Anthony Ewing

Complaint: On November 20, 2018, the Board filed a complaint against Anthony Ewing based upon information shared with it by the West Virginia Board of Registration for Professional Engineers which alleged that he had practiced engineering rather than architecture by stamping mechanical, electrical, and plumbing plans not prepared by him.

Action: The architect responded, and an informal conference was held with the architect, represented by counsel, on March 21, 2019 as part of the Board's regular meeting.

Resolution: A consent agreement and order was finalized on July 10, 2019 in which the architect maintained he believed he was following applicable rules and paid a \$500.00 fine for work that was considered by the Board to not be the "incidental practice" of engineering.

03-18-2019 Board vs. Mark Orling

Complaint: On March 18, 2019, Mark Orling applied for reinstatement of his license (#1645) and disclosed that he had practiced architecture in the State of West Virginia during a period in which his license had been inactive following its expiration on June 30, 2017, which is a violation of W.Va. Code R §2-1-8 (8.9 Practice Prohibition).

Action: On April 8, 2019, the Board communicated to Mr. Orling that he had violated West Virginia's practice prohibition and was subject to discipline and penalty by the Board and that his application was denied pending an agreement. The Board also requested additional information on the projects in West Virginia on which he had worked with an expired license.

Resolution: The Board entered into a consent agreement and order with the architect on May 13, 2019 which included payment of the reinstatement fee and late renewal fee, a civil penalty of \$500.00, and reimbursement to the Board for disposition of the matter in the amount of \$350.00.

05-14-2019

Complaint: On May 14, 2019, the Board received a complaint against an architect by another architect alleging unprofessional behavior, fraudulent conduct, and general incompetence. Subsequent addendums to the complaint arrived on May 28, 2019 and June 4, 2019.

Action: On June 5, 2019, the Complaint Committee of the Board met, which resulted in a letter to the complainant asking for additional information and clarification, and a letter to the respondent, informing the licensee of the complaint and asking for a response. Responses were received from the complainant on July 23, 2019 and from the respondent on July 25, 2019. The respondent was asked to provide more information about work on which he had collaborated with the complainant and to appear before the Complaint Committee at an Informal Conference on October 3, 2019, which he did.

Resolution: This complaint is not resolved. The Board is continuing to gather information on this complaint and at its meeting on December 12, 2019 discussed possible resolutions that would protect the public. A status report was sent to both parties by certified mail on November 5, 2019.

**Agendas & Minutes of
The West Virginia Board of Architects**

**FY 2020
(July 1, 2019 – June 30, 2020)**

West Virginia Board of Architects



Location: Meeting Via Conference Call Originating from:
405 Capitol Street
4th Floor Conference Room
Charleston, West Virginia 25301

Date: September 24, 2019

Time: 9:00 AM

Order of Business

1. Call to Order
2. Review and Approval of Proposed Rule Change to accommodate HB 118 regarding criminal history of initial applicants and response to any comments received
3. Discussion and response requested by NCARB Region 2 regarding stipends for NCARB President and 1st Vice President
4. Good of the Order
Upcoming Board Meeting Dates
 - Oct. 3, 2019 – Complaint Committee 10:00 AM
 - Oct. 3, 2019 – Quarterly Meeting 12:00 PM
 - Dec. 12, 2019 – Quarterly Meeting 12:00 PMLong Range Planning
 - Oct. 29, 2019 – Auditor’s Chapter 30 Conference at the Charleston Marriott
12. Adjournment

Meeting Minutes West Virginia Board of Architects



Location: Via Conference Call Originating at
405 Capitol Street, Mezz. Suite 3
4th Floor Conference Room
Charleston, WV 25301

Date: Tuesday, September 24, 2019

Time: 9:00 A.M.

Attendees: Todd Boggess, Member (TB)
Jan Fox, Public Member (JF)
Emily Papadopoulos, Executive Director (EP)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Secretary (ET)
Wendy Scatterday (WS)

Absent: Richard T. Forren, Member (RF)
Adam Krason, President (AK0)

Order of Business

1. Meeting called to order at 9:03 a.m. by Secretary Edward Tucker.
2. Propose Rule Changes
EB referred the Board to the proposed rule changes in 2CSR1 and explained that the Board had received no comments during the public comment period. On a motion by TB and seconded by ES the Board approved the rule changes for the Agency Approved Filing on a unanimous voice vote.
3. NCARB Region 2 Request
EB and ET explained that the jurisdictions in Region 2 wanted feedback on the budgeted stipends for the NCARB President and 1st Vice President in order to consider presenting a position from the Region at an upcoming Board Meeting. After discussion, the Board requested that EP contact the Region 2 Director to explain the Board's concerns regarding the increase in stipends given the volunteer basis of NCARB work.
4. Good of the Order
Upcoming Board Meeting Dates
 - Oct. 3, 2019 – Complaint Committee 10:00 AM
 - Oct. 3, 2019 – Quarterly Meeting 12:00 PM
 - Dec. 12, 2019 – Quarterly Meeting 12:00 PMLong Range Planning
 - Oct. 29, 2019 – Auditor's Chapter 30 Conference at the Charleston Marriott
5. Meeting adjourned at 9:47 a.m.

Respectively Submitted:

Edward W. Tucker, FAIA, Secretary

Adam Krason, AIA, President

Emily Papadopoulos, Executive Director

West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, West Virginia 25301

Date: October 3, 2019

Time: 12:00 PM

Order of Business

1. Call to Order
2. Approval of Minutes – June 13, 2019 and September 24, 2019
3. Complaints, Inquiries, and Discipline Issues
 - a) Report of the Complaint Committee
4. Action Items Regarding Registration
 - a) Reciprocal Applications – Miller, Hardaway, Ross, Cardozo, Molsberry
 - b) Reinstatement Applications
 - c) Registration Report
5. Financial Report
 - a) FY2019 Actuals
 - b) FY2020 Budget to Actual Summary
 - c) FY2020 Budget Amendment
6. New Business
 - a) Proposed Rule Changes / Interim Meetings
 - b) Questions from NCARB Region 2 in preparation for 2020 Regional Summit
 - c) NCARB Annual Business Meeting / Board Activity
7. PCard and Leave Approval
8. Good of the Order
Articles & Emails for Discussion

Upcoming Board Meeting Dates

- Dec. 12, 2019 – Quarterly Meeting

Long Range Planning

- Oct. 29, 2019 – Auditor’s Chapter 30 Training
- March 5, 2020 – NCARB MBE Workshop
- March 6-7, 2020 – NCARB Regional Summit
- June 18-20, 2020 – NCARB Annual Business Meeting

9. Adjournment

Meeting Minutes West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, WV 25301

Date: Thursday, October 3, 2019

Time: 12:00 P.M.

Attendees: Todd Boggess, Member (TB)
Jan Fox, Public Member (JF)
Adam Krason, Member and President (AK)
Emily Papadopoulos, Executive Director (EP)
Wendy Scatterday, Member (WS)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Member and Secretary (ET)
Mark Weiler, WV Attorney General's Counsel to the Board

Absent: Richard T. Forren, Member (RF)

Order of Business

6. Meeting called to order at 12:05 p.m. by President Adam Krason.
7. Approval of Minutes
 - a. June 13, 2019 and September 24, 2019 Board Meeting Minutes were approved. Motion to approve TB/WS. Motion passed unanimously.
8. Complaints, Inquiries and Discipline Issues – Report of Complaint Committee
 - a. Complaint # 05-14-2019:
 - i. Committee has gathered additional information and had an informal meeting with the architect who is the subject of complaint earlier today. The Committee finds there is sufficient reason to pursue the complaint further. Upon recommendation by the Committee to continue the investigation by hiring an investigator, motion made by ES/TB and was approved.
 - ii. Due to the information gathered to date, a motion was made by ES/WS to initiate a complaint against the complainant in #05-14-2019. Motion passed. Committee will incorporate information from the original complaint and seek additional information relative to the complainant/licensee.
9. Action Items Regarding Registration
 - a. Reciprocal Applications reviewed for Miller, Hardaway, and Ross: Motion to approve ET/TB passed.
 - b. Reciprocal Applications reviewed for Cardozo and Molsberry, each of whom had discipline to disclose: Motion to approve Cardozo ES/TB passed. Motion to approve Molsberry with notice of Rules regarding an architect's representations of work done by employees ET/TB passed.
 - c. Reinstatement Applications: None to review at this time.
 - d. Registration Report: EP reported as of 10/3/2019 there are 1,241 registrants, 114 of which are WV residents and 1,127 are out-of-state. The Board discussed recognizing newly registered WV architects at the annual AIA Gala.

10. Financial Report

- a. FY 2019 report presented by EP. As of 9/25/2019, \$51,321 expenses to date, \$27,850 revenue to date. Cash balance is \$247,986. Numbers from approximately same time in 2018 were also presented; no significant variances were noted.
- b. FY2020 Budget comparison with actual expenditures as of 9/25/2019 reviewed.
 - i. As discussed in the prior meeting, the FY 2020 budget of \$169,304 needs to be amended. Motion to amend made by WS/JF passed as follows:
 1. Increase personnel salary by the previously approved ATB salary increase plus labor burden.
 2. Supplement the rent line item to cover rent for FY2019 payable in FY2020 because of building changing ownership/management.
 3. Increase travel line item.
 4. Increase for copier purchase or annual lease.
 5. Increase for costs associated with purchase and migration of registrant data base to new platform.
 6. Anticipating the need for a higher level of services from AG's office this year, an increase of \$5,000.
 - ii. EP to revise FY2020 budget accordingly and update Board at next meeting.
- c. Board office building is under new management (Riggs); new owners and state are working on new leases. No indication that rent will increase at this time.

11. Rule Review Update

- a. Rule change filing is in place, hearings to begin in November. EP requested Board members be prepared to attend.

12. New Business

- a. NCARB Region II request for information regarding 2020 Regional Summit (ideas for topics, suggestions, input from Boards).
- b. NCARB Annual Business Meeting June 20-22, 2019, Washington DC:
 - i. EP and several Board members attended the ABM which included special events to commemorate NCARB's 100-year Centennial.
 - ii. "One Great Idea" workshop allowed boards to discuss and then share strategic initiatives. A common theme was educating the public / legislators on why licensure and reasonable regulation is needed among professions.

13. Administrative Items: After review of the following items, all were approved by acclamation:

- a. P-Card Log of expenditures May 2019 – September 2019.
- b. Travel Forms
- c. Sick and Annual Leave

14. Good of the Order

- a. Articles and Emails for Discussion:
 - i. SBA article, issue related to qualifications and fee schedules
 - ii. EP responded to email from Fairmont State regarding accredited degree requirement for examination candidates in WV
 - iii. Information provided by Surveyors Board on laser scanning, 3D modeling and BIM.
- b. Upcoming Board meeting dates:
 - i. Dec 12, 2019 – quarterly meeting of the Board
- c. Long Range Planning
 - i. Oct 29, 2019 – Auditor's Chapter 30 Training – AK, WS, & EP plan to attend.
 - ii. March 5, 2020 – NCARB MBE Workshop – EP to attend.
 - iii. March 6-7, 2020 – NCARB Regional Summit, Cambridge MA
 - iv. June 18-20, 2020 – NCARB Annual Business Meeting, Austin TX.

15. Meeting adjourned at 3:00 pm on motion by TB/WS.

Respectively Submitted:

Edward W. Tucker FAIA, Secretary

Adam Krason, AIA, President

Emily Papadopoulos, Executive Director

West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, West Virginia 25301

Date: December 12, 2019

Time: 12:00 PM

Order of Business

1. Call to Order
 - Introduction of Guest – State Fire Marshal Ken Tyree
2. Approval of Minutes – October 3, 2019
3. Discussion of Joint Building Safety Promotion with State Fire Marshal
4. Complaints, Inquiries, and Discipline Issues
 - a) Update on Complaint # 05-14-2019
 - b) NCARB notification
5. Action Items Regarding Registration
 - a) Reciprocal Applications - Lowell Wetherbee
 - b) Reinstatement Applications – Nathan Colkitt, Joseph Bosco
 - c) Registration Report
6. Financial Report
 - a) FY2020 Budget to Actual Summary
 - b) FY2020 Budget Amendment
7. New Business
 - a) Proposed Rule Changes / Interim Meetings
 - b) Legislative Auditor Inquiry – Post Audit Division
 - c) Annual Report Preparation
 - d) Huntington Rotary Presentation

8. PCard and Leave Approval
9. Good of the Order

Upcoming Board Meeting Dates

- March 26, 2020
- June 11, 2020
- September 17, 2020
- December 3, 2020

Long Range Planning

- March 5, 2020 – NCARB MBE Workshop
- March 6-7, 2020 – NCARB Regional Summit
- April 21-23, 2000 – Treasurer’s Cash Management Conference
- June 18-20, 2020 – NCARB Annual Business Meeting

10. Adjournment

West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, West Virginia 25301

Date: December 12, 2019

Time: 12:00 PM

Location: 405 Capitol Street
4th Floor Conference Room
Charleston, WV 25301

Date: Thursday, October 3, 2019

Attendees: Todd Boggess, Member (TB)
Richard T. Forren, Member (RF)
Jan Fox, Public Member (JF)
Emily Papadopoulos, Executive Director (EP)
Wendy Scatterday, Member (WS)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Member and Secretary (ET)
Mark Weiler, WV Attorney General's Counsel to the Board
Ken Tyree, WV State Fire Marshal

Absent: Adam Krason, Member and President (AK)

Order of Business

1. Call to Order
ET called the meeting to order at 12:31 PM and welcomed State Fire Marshal Ken Tyree
2. Approval of Minutes
The minutes of the October 3, 2019 meeting were approved on a motion made by ES and seconded by JF after EP alerted the Board of a correction to the minutes that was made after draft minutes were distributed.
3. Discussion of Joint Building Safety Promotion with State Fire Marshal

RF led a discussion of a promotional event to raise public awareness of the partnership architects have with officials such as the Fire Marshal and Code Officials in protecting the public such as the International Code Council's Building Safety Month. Fire Marshal Tyree indicated interest and discussed possibilities of working together to promote building safety to Legislators and the public. The Board agreed to explore opportunities to promote building safety in May and indicated support for regional inspection teams discussed by the State Fire Marshal.

4. Complaints, Inquiries, and Discipline Issues

a) Update on Complaint # 05-14-2019

The Board discussed possible content for a consent order to resolve the complaint, to include but not limited to continuing education, a fitness for duty exam, a fine, costs, and suspension and/or probation. On a motion made by TB and seconded by WS, Assistant Attorney General Mark Weiler was asked to compose the consent agreement and order for the Board's approval. On a related issue, the Board voted on a motion made by WS and seconded by TB to pursue a board- initiated complaint against the complainant based upon information provided by both the complainant and the respondent.

b) NCARB notification

EP informed the Board that it had received a notification from NCARB indicating that it had sanctioned an architect by "formal private reprimand" when the architect signed engineering plans using his architect certification. The Board asked EP to review the timeline of the architect's notification and if he knew of this sanction at the time of renewal in West Virginia.

5. Action Items Regarding Registration

a) Reciprocal Applications - Lowell Wetherbee's application was approved on a motion by ES and seconded by RF.

b) Reinstatement Applications – Nathan Colkitt, Joseph Bosco – Mr. Colkitt's application was approved contingent on completing 12 continuing education hours for 2019. Mr. Bosco's application was accepted on a motion by ES seconded by WS.

c) Registration Report – EP reported that there are 1,268 Active Architects, 115 of whom are residing and working in West Virginia and 1,153 of whom are out of state.

6. Financial Report

a) FY2020 Budget to Actual Summary

EP reported that total expenses as of December 3, 2019 were \$75,919.36 and total revenue was \$39,750.00 with a current cash balance of \$235,188.20. A detailed financial report was circulated and reviewed.

b) FY2020 Budget Amendment

EP reported that the Budget Amendment had been approved and indicated the line item increases highlighted in the detailed financial report.

7. New Business

- a) Proposed Rule Changes / Interim Meetings
EP reported the dates of upcoming interim meetings and explained that the Board’s proposed rule changes would require making some changes in applications, finalizing the fee waiver applications, and posting a low-income calculator on the board website.
- b) Legislative Auditor Inquiry – Post Audit Division
EP reported that the Board received an inquiry from the Legislative Auditor requesting that the Board cite its statutory authority to collect special revenue. EP responded.
- c) Annual Report Preparation
EP noted that the Board’s Annual Report is due on January 1, 2020 and that it will be circulated in draft form for review and then in final form and posted to the website.
- d) Huntington Rotary Presentation
ET reported that EB and Vickie James, Executive Director of the West Virginia Board of Social Work will co-present a program on Reasonable Regulation to the Huntington Rotary Club on January 27, 2020.

8. PCard and Leave Approval
ET reviewed and approved PCard Receipts and Reconciliations and EP’s Annual and Sick Leave since the October 2019 Meeting.

9. Good of the Order
EP announced that NCARB’s Model Law Task Force has circulated a preliminary and updated draft of Model Law. The Board can comment by Dec. 20th or provide later comments in February.

Upcoming Board Meeting Dates

- March 26, 2020
- June 11, 2020
- September 17, 2020
- December 3, 2020

Long Range Planning

- March 5, 2020 – NCARB MBE Workshop
- March 6-7, 2020 – NCARB Regional Summit
- April 21-23, 2000 – Treasurer’s Cash Management Conference
- June 18-20, 2020 – NCARB Annual Business Meeting

10. Adjournment
On a motion by ES, seconded by WS, the meeting adjourned at 3:40 PM.

Edward Tucker, Board Secretary

Emily Papadopoulos, Executive Director

West Virginia Board of Architects



Location: Meeting by Teleconference
Originating from 405 Capitol Street
Charleston, West Virginia 25301

Date: March 26, 2020

Time: 1:00 PM

Order of Business

1. Call to Order
2. Approval of Minutes – December 12, 2019
3. Complaints, Inquiries, and Discipline Issues
 - a) Update on Complaint # 02-07-2020 and further inquiry
 - b) Update on Complaint # 05-14-2019
 - c) Update on Board Initiated Complaint # 12-30-2019
 - d) Update on Anonymous Inquiry # 05-07-2018
 - e) NCARB Notification & Discipline Disclosure
4. Action Items Regarding Registration
 - a) Reciprocal Applications
 - b) Reinstatement Applications
 - c) Renewals for 2020-2021
5. Financial Report
 - a) FY2020 Budget to Actual Summary
6. New Business
 - a) Legislative Update
 - b) Licensing System / Timing
 - c) Audit of 2019 Hours
 - d) May Building Safety Month Proclamation
 - e) Work from Home/Office

7. Adjournment

Informational Items – For discussion as Needed

1. Registration Report
2. Copier Lease
3. Good of the Order

NCARB Regional Summit – March 6-7 –
Huntington Rotary Meeting – Jan. 27th

Upcoming Board Meeting Dates

- June 11, 2020
- September 17, 2020
- December 3, 2020

Long Range Planning

- April 21-23, 2000 – Treasurer’s Cash Management Conference -
Postponed
- June 18-20, 2020 – NCARB Annual Business Meeting - Tentative

NOT on Agenda – to be completed by Board Officers

PCard and Leave Approval

Signing of Certificates

West Virginia Board of Architects



Location: Meeting by Teleconference
Originating from 405 Capitol Street
Charleston, West Virginia 25301

Date: March 26, 2020

Time: 1:00 PM

Attendees: Todd Boggess, Member (TB)
Jan Fox, Public Member (JF)
Adam Krason, Member and President (AK)
Emily Papadopoulos, Executive Director (EP)
Wendy Scatterday, Member (WS)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Member and Secretary (ET)
Mark Weiler, WV Attorney General's Counsel to the Board

Absent: Richard T. Forren, Member (RF)

1. Call to Order
AK called the meeting to order at 1:10 PM
2. Approval of Minutes –
The minutes of the December 12, 2019 were approved on a motion made by ES and seconded by WS
3. Complaints, Inquiries, and Discipline Issues
 - a) Update on Complaint # 02-07-2020 and further inquiry
The Board concluded that no further action was necessary. The Board requested that EP communicate to the registrant that he should make the representation of his work experience accurate on his NCARB record and also clarify his role on large collaborative projects on his firm website.
 - b) Update on Complaint # 05-14-2019
The Board reviewed a draft consent agreement and order developed by MW with discussion following. On a motion by ES and seconded by WS the Board voted to present the consent order to the complainant with the Board's changes and authorized MW to continue to negotiate.

- c) Update on Board Initiated Complaint # 12-30-2019
The complaint remains active, and the Board took no action. MW will continue discussion with the respondent's attorney as needed.
 - d) Update on Anonymous Inquiry # 05-07-2018
On a motion by ET and seconded by TB, the Board voted to have MW communicate to the individual the Board's rules and code related to the use of the title "architect."
 - e) NCARB Notification & Discipline Disclosure
Following discussion on a motion by WS and seconded by TB, the Board voted to have EP communicate to each of the registrants the need to disclose prior discipline in future renewal applications.
4. Action Items Regarding Registration
- a) Reciprocal Applications
No reciprocal applications to review at this time.
 - b) Reinstatement Applications
One application reviewed and approved for reinstatement.
 - c) Renewals for 2019-2020
EP reported that the number of renewals are tracking ahead of last year's, with a total of 1,316 active architects as of March 20, 2020.
5. Financial Report
- a) FY2020 Budget to Actual Summary
EP presented a current financial summary reporting \$115,296.50 in expenditures and \$57,100.00 in revenue to date. On a motion by ET and seconded by ES, the financial report was approved by the Board.
6. New Business
- a) Legislative Update
EP presented a summary document of the Legislation completed during the 2020 Regular Session with implications for the Board. She also discussed changes required in the Board's forms and plans for publicizing the Board's rule changes that become effective on July 1.

- b) Licensing System / Timing
EP is waiting on pricing from some of the multiple vendors who have expressed interest in providing services to the Board. Once all information is in hand, EP will advise so that the Board can evaluate and move toward selection of a vendor.
 - c) 2019 Audit of Continuing Education
EP will initiate this year's audit immediately following renewal and will advise the Board of results.
 - d) May Building Safety Month Proclamation
The Board directed EP to send the draft proclamation to Ken Tyree, WV State Fire Marshal, prior to sending to the Governor's office.
 - e) Work from Home/Office
Due to the COVID19 pandemic and the Governor's directive resulting therefrom, the Board encouraged EP to work from home and minimize her time in the office to perhaps one visit every one to two weeks until more information or direction is given.
7. Good of the Order / Informational
- a) Current registrations:
 - 117 Residents
 - 1,199 Out-of-State
 - 1,316 Total Registrants
 - b) NCARB Regional Summit – March 6-7 – informational – verbal report
This year's Regional Summit was held in Cambridge, MA, with AK and ET in attendance. CE sessions focused on best practices including collaboration with code officials. ET was nominated for Region 2 Treasurer/Vice-Chair.
 - c) Huntington Rotary Meeting – Jan. 27, 2020
EP and ET reported on presentation given to the Huntington Rotary Club developed to educate groups on the importance of professional licensure. Board members are encouraged to look for opportunities for future presentations to similar groups.
 - d) Upcoming Board Meeting Dates
 - June 11, 2020
 - September 17, 2020
 - December 3, 2020

March 26, 2020 Meeting Minutes
405 Capitol Street – 4th Floor Conference Room
Page 4 of 4

Long Range Planning

- April 21-23, 2000 – Treasurer’s Cash Management Conference –
(postponed due to pandemic)
- June 18-20, 2020 – NCARB Annual Business Meeting

7. Adjournment

AK adjourned the meeting at 3:20 PM.

Respectively Submitted:

Edward W. Tucker FAIA, Secretary

Adam Krason, AIA, President

Emily Papadopoulos, Executive Director

West Virginia Board of Architects



Location: Meeting by Teleconference
Originating from 405 Capitol Street
Charleston, West Virginia 25301

Date: April 29, 2020

Time: 2:00 PM

Order of Business

1. Call to Order
2. Discussion of Online Licensing System Requirements
3. Proposed FY 2021 Budget
4. Good of the Order
5. Adjournment

West Virginia Board of Architects



Location: Meeting by Teleconference
Originating from 405 Capitol Street
Charleston, West Virginia 25301

Date: April 29, 2020

Time: 2:00 PM

Attendees: Todd Boggess, Member (TB)
Jan Fox, Public Member (JF)
Adam Krason, Member and President (AK)
Emily Papadopoulos, Executive Director (EP)
Wendy Scatterday, Member (WS)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Member and Secretary (ET)

Absent: Richard T. Forren, Member (RF)

1. Call to Order

2. Discussion of Online Licensing System Requirements

In accordance with WV State Purchasing guidelines, EP has sought proposals for services relative to the Board's online licensing system and data base maintenance of registrants. EP reviewed the evaluation matrix emailed to the Board in the days prior to this meeting showing information about the vendors who have been responsive. Information included subsequent proposal information received. Pros and cons of each were discussed. Following discussion, EP was directed to execute a contract with Certemy on a motion by ET and seconded by TB.

3. Proposed FY 2021 Budget

EP presented a proposed FY 2021 expenditure budget of \$169,304 and revenue of \$135,000 and reviewed highlights and changes from the prior year. In anticipation of the effect of the COVID19 pandemic on registrant renewals, the FY 2021 revenue projection was reduced by 5% on a motion by WS and seconded by ES. EP will adjust expense categories accordingly and present a revised budget at the Board's June meeting.

4. Good of the Order

Letter to Board from Joint Committee on Government Organization dated April 29, 2020, discussed. EP will prepare a draft response for the Board for the June meeting.

5. Adjournment

On a motion by ES, seconded by WS, the meeting adjourned at 3:30 PM.

Respectively Submitted:

Edward W. Tucker FAIA, Secretary

Adam Krason, AIA, President

Emily Papadopoulos, Executive Director

West Virginia Board of Architects



Location: Meeting by Teleconference
Originating from 405 Capitol Street
Charleston, West Virginia 25301

Date: June 11, 2020

Time: 12:00 PM

Order of Business

1. Call to Order
2. Approval of Minutes – March 26, 2020
April 29, 2020
3. Complaints, Inquiries, and Discipline Issues
 - a) Update on Complaint # 05-14-2019
 - b) Update on Board Initiated Complaint # 12-30-2019
 - c) Discipline Uploaded to Website
4. Action Items Regarding Registration
 - a) Reciprocal Applications
 - b) Reinstatement Applications
 - c) Renewals for 2020-2021
5. Financial Report
 - a) FY2020 Budget to Actual Summary
 - b) Revised FY2021 Budget
6. New Business
 - a) Regulatory Review Update - Update
 - b) Inquiry by Joint Committee on Government Organization – Draft for Review and Discussion
 - c) New Licensing System Update – Questions for Board Consideration
 - d) Audit of 2019 Hours
 - e) Purchasing Inspection – Begins June 20th

7. Adjournment

Informational Items – For discussion as Needed

4. Registration Report
5. Lichomski & Mollenkopf Letters
6. Good of the Order

NCARB Regional Meeting

- June 18, 2020 1:00 PM

NCARB Annual Business Meeting

- June 19, 2020 3:00 PM

Upcoming Board Meeting Dates

- September 17, 2020
- December 3, 2020

NOT on Agenda – to be completed by Board Officers

PCard and Leave Approval

Signing of Certificates

West Virginia Board of Architects



Location: Meeting by Teleconference
Originating from 405 Capitol Street
Charleston, West Virginia 25301

Date: June 11, 2020

Time: 12:00 PM

Attendees: Todd Boggess, Member (TB)
Adam Krason, Member and President (AK)
Emily Papadopoulos, Executive Director (EP)
Wendy Scatterday, Member (WS)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Member and Secretary (ET)

Absent: Jan Fox, Public Member (JF)
Richard T. Forren, Member (RF)

Order of Business

1. Call to Order at 12:10 pm by AK
2. Approval of Minutes – March 26, 2020 and April 29, 2020
On a motion by WS/ES the Board approved minutes of these two meetings.
3. Complaints, Inquiries, and Discipline Issues
 - a) Update on Complaint # 05-14-2019
Following review of Consent Order proposed, motion by ES/ET for the Board to agree to execute Consent Order with the provision that reimbursement to the Board be added for its costs. Reimbursement cost is \$1,591 to date. Motion failed by unanimous vote.
On a motion by ES/WS to edit the Consent Order to change the reimbursement to \$1,500 and to add medical certification requirement for the registrant to continue to practice. Motion passed unanimously.
 - b) Update on Board Initiated Complaint # 12-30-2019
No action taken pending resolution of Complaint # 05-14-2019.

- c) Discipline Uploaded to Website
EP reviewed the Board’s website page that now includes discipline actions taken by the Board and reported to NCARB since 2016. Link to consent orders is provided.
- 4. Action Items Regarding Registration
 - a) Reciprocal Applications – None to review at this time.
 - b) Reinstatement Applications
Application for discussion – Bruce Brooks does not have two years of continuing education credits accumulated & no letter indicating if he has practiced since license expired on 6/30/18. Applicant does have 8 hours in 2018, 1 hour in 2019, 13 hours in 2020 according to AIA transcript. Board determined that in order to be reinstated, applicant needs to complete additional CE hours so that he will have a total of 23 hours in 2020.
 - c) Renewals for 2020-2021
As of June 8th, 473 registrants have renewed, 35 of which are WV residents. 867 have not yet renewed, 81 of which are WV registrants.
- 5. Financial Report
 - a) FY2020 Budget to Actual
EP submitted and reviewed financial report indicating total expenses of \$152,092 to date plus total encumbered of \$11,408. Revenue \$112,050 to date; \$22,950 unrecognized revenue to date.
 - b) Revised FY2021 Budget
In accordance with direction from Board in its previous meeting, due to the potential economic effect of COVID19 on registrations the FY2021 budget was reduced by 5%. With the 5% reduction, the total revised budget for FY 2021 was presented for approval as \$160,839 expenses; revenue \$129,250. On a motion by ET/ES the budget was approved.
- 6. New Business
 - a) Regulatory Review Update
EP reported that a change in personnel and the upcoming implementation of the Board’s rule changes required an update of the Board’s Regulatory Reform Review Report. The report was mailed on May 28, 2020.

b) Inquiry by Joint Committee on Government Organization
Draft for Review and Discussion: EP reported on her research and work to respond to inquiry. Board members asked questions and discussed the response draft prepared by EP. Ratio of registrant numbers to FTE/budget, turn-around time for processing of applications, and other quantitative data may be useful to include in the Board's response. Board should be prepared to appear before the Joint Committee on Government Organization when/if they request to meet.

c) New Licensing System Update
EP reported on her initial work with Certemy regarding the Board's transition to their registration system. EP noted that a 2.25% transaction fee would now apply to all credit card transactions, including reciprocal registrations and would result in paying about \$900 more annually in transaction fees – which could either be paid by the Board or passed on to the licensees should the Board determine it wants to do that. EP asked if any of the current methods or processes needed to be changed such as the need for Notarized signature, paper forms/payment by check, wall certificates, pocket registrations, application questions, etc. Electronic reference requests and signatures were approved by the Board, but the Board decided to keep the additional application questions and wall certificates and continue to make paper forms and payment by check available if desired.

d) Audit of 2019 Hours
Audit to begin in July after regular renewals are processed.

e) Purchasing Inspection
WV State Purchasing inspection notice received May 20; inspection is to begin June 20. EP has assembled all the information and is prepared to forward to Purchasing.

7. Good of the Order / Informational

- a) NCARB Regional Meeting (to be held virtually)
 - June 18, 2020 1:00 PM
- b) NCARB Annual Business Meeting (to be held virtually)
 - June 19, 2020 3:00 PM
- c) Upcoming Board Meeting Dates
 - September 17, 2020
 - December 3, 2020

8. AK adjourned the meeting at 2:30 pm.

June 11, 2020 Meeting Minutes
405 Capitol Street – 4th Floor Conference Room
Page 4 of 4

Respectively Submitted:

Edward W. Tucker FAIA, Secretary

Adam Krason, AIA, President

Emily Papadopoulos, Executive Director

**Agendas & Minutes of
The West Virginia Board of Architects**

**FY 2019
(July 1, 2018 – June 30, 2019)**

Meeting Agenda West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, West Virginia 25301

Date: September 6, 2018

Time: 12:00 PM

Order of Business

1. Call to Order
2. Approval of Minutes - June 7, 2018 meeting
3. Complaints & Inquiries
 - a) Inquiry # 01-24-2018
 - b) Inquiry # 05-07-2018
 - c) Inquiry # 04-16-18
4. Rule Review and Recommendations
5. Action Items Regarding Registration
 - a) Reciprocal Applications
 - b) Reciprocal Registrant with Revoked NCARB Certificate
 - c) Non-Compliance with Continuing Education Requirement
6. Financial Report
7. New Business
 - a) Renewal for 2018-2019
 - b) Proposed format for discipline disclosure and determination of procedures
 - c) Database proposals
 - d) Newsletter article ideas
8. Administrative Items

- a) P-card Logs May 2018 – August 2018
- b) Travel Forms
- c) Approval of Sick and Annual Leave

9. Good of the Order

- a) Upcoming Board Meeting Dates
 - Dec. 6
- b) Long Range Planning
 - Website Training – Sept. 25, 2018 in Charleston
 - WV Purchasing Conference – Oct. 3-5, 2018 at Camp Dawson
 - NCARB Chair/MBE Meeting – Oct. 12-13, 2018 in St. Louis, MO
- c) News from the WV Association of Licensing Boards' Meetings
- d) Legislative Interim Schedule
 - Sept. 16-18
 - Nov. 11-13
 - Dec. 9-11

10. Adjournment

Meeting Minutes West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, WV 25301

Date: Thursday, September 6, 2018

Time: 12:00 P.M.

Attendees: Todd Boggess, Member (TB)
Richard T. Forren, President (RF)
Adam Krason, Member (AK)
Emily Papadopoulos, Executive Director (EP)
Wendy Scatterday, Member (WS)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Secretary (ET)

Absent: Jan Fox, Public Member (JF)

Order of Business

1. Meeting called to order at 12:10 p.m. by President Richard Forren.
2. Approval of Minutes
 - a. June 7, 2018 Board Meeting Minutes were approved. Motion to approve AK/TB. Motion passed unanimously.
3. Complaints & Inquiries
 - a. Inquiry #01-24-2018: EP previously sent letter to party involved, some changes were made by the party to its website in response. EP informed Ohio's Board (the party is an engineer located in Ohio.) Firm is advertising architectural services, building projects displayed on company website, with no registrant in WV. EP to send a follow-up letter reviewed by Board and copy the WV Board of Registration for Professional Engineers.
 - b. Inquiry #05-07-2018: Individual advertising as an architect, no license in WV (licensed in foreign country.) EP has communicated with individual who was very cooperative, has made changes accordingly, issue is resolved.
 - c. Inquiry #04-16-2018: EP sent letter to individual, no response to date.

Question raised about anonymous complaints. RF notes that the Board's Rules do not allow complainant to be anonymous.

RF reviewed letter that he sent to Engineer's Board regarding architect who sealed engineering drawings. Our Board will initiate a complaint against the architect by letter indicating that this is a violation of our Rules and request him to explain his actions.

4. Rule Review and Recommendations
 - a. Rule Review submission to Governor:
 - i. EP reviewed Board's summary comments submitted via Google shared document. Input was also sought from registrants through newsletter.
 - ii. EP reviewed the format of the WV Association of Licensing Boards' and Dentistry Board's reports.

- iii. Draft report reviewed which consists of general statements about rule history, purpose, Board's emphasis on reciprocity and portability. Members suggested adding sentence about our law's exemptions from the practice of architecture. Report to be sent to Governor.
 - b. Board agreed to meet on February 22, 2019, for comprehensive, more detailed Rules review. This will be preceded by paired members working together to prepare assigned sections for the meeting.
 - c. AK asked for clarification concerning if architects are to seal projects that are exempted from the practice of architecture by our Rules. This could be an opportunity to refine our Rules, re: NCARB Model Regulations regarding use of the seal vs. WV's exemptions.
- 5. Action Items Regarding Registration
 - a. EP reviewed reciprocal applications for Cundiff, Leakey, and Saeger. After review, the Board approved all three applicants.
 - b. EP reviewed registrant whose NCARB certificate has been revoked; registration was gained in WV by NCARB certificate. After review, the Board voted to revoke Phillip Pecord's license. Motion by AK/ES. Motion passed unanimously.
 - c. EP reviewed one registrant's non-compliance with Continuing Education requirements following this year's audit. After review, the Board voted to revoke Thomas Little's license. Motion by WS/TB. Motion passed unanimously.
- 6. Financial Report
 - a. FY 2018-2019 year to date report reviewed by EP. Total expenditures to date are \$33,734.22. Revenue to date is \$20,108.72.
 - b. It was noted that the trend continues of expenditures exceeding revenue by approximately \$5,000 / year; however, the carried balance remains significant such that there is no immediate issue.
 - c. EP will bring comparison of surrounding states' fees for comparison to WV as a step in seeing if a future increase may be in order.
 - d. EP reported that the FY2020 budget was drafted and submitted in August and is the same amount as FY2019 (\$169,304)
- 7. New Business
 - a. 2018-2019 renewals reviewed: Currently there are 1,201 active registrants of which 116 reside in WV and 1,085 are out-of-state. There were 86 non-renewed from the prior year.
 - b. Proposed format for discipline disclosure and determination of procedures discussed. EP referred to the bill that determines what should be posted on the Board's website, newsletter, and in data base (available for public viewing via website) as the starting point. Use §2-1-10 as a guide. (From June 7, 2018 minutes: EP noted that West Virginia requires boards to make discipline/action taken public, provided findings result in discipline, and that NCARB prefers the same with a consent order link.)
 - c. Proposals to be sought for updating/maintaining our database with solicitation of bids required by Purchasing. Board suggested EP write a description of what the database should do, i.e. specifications for its content and performance, to include with request for proposals
- 8. Administrative Items: After review of the following items, all were approved by acclamation:
 - a. P-Card Log of expenditures May 2018 – August 2018
 - b. Travel Forms
 - c. Sick and Annual Leave
- 9. Good of the Order
 - a. Remaining 2018 meeting is December 6, at noon.
 - b. RF and ET attended NCARB's Annual Meeting Jun 28-30, 2018 in Detroit MI. Revisions to NCARB's bylaws and Model Rules of Conduct were approved at the meeting. Board will

want to consider updating WV's Rules in the future to align with these changes. Next Annual Meeting will be held in Washington, DC, to celebrate NCARB's 100-year anniversary.

- c. Long Range Planning and upcoming events:
 - i. EP to attend website training Sep 25, 2018, in Charleston.
 - ii. Oct 3-5, 2018 – WV Purchasing Conference, Camp Dawson.
 - iii. Oct 4-5, 2018 – NCARB Region 2 Educator/Student/Practitioner Symposium, Drexel University Urban Design Center, Philadelphia PA. ET will attend, is facilitator for Educator panel discussion sessions.
 - iv. Oct 12-13, 2018 – NCARB Chair/MBE Meeting, St. Louis, MO
- d. EP reported on recent WV Association of Licensing Boards' meeting.
- e. Legislative Interim Schedule
 - i. Sep 16-18
 - ii. Nov 11-13
 - iii. Dec 9-11
- f. EP announced that RF has been reappointed by Governor Justice for a term ending June 30, 2023.

10. Next Meeting is scheduled for 12 o'clock noon Dec 6, 2018 at 405 Capitol Street in the 4th Floor Conference Room, Charleston WV.

11. Motion to adjourn by TB/ES at 4:00 pm.

Respectively Submitted:

Edward W. Tucker FAIA, Secretary

Richard Forren, AIA, President

Emily Papadopoulos, Executive Director

West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, West Virginia 25301

Date: December 6, 2018

Time: 12:00 PM

Order of Business

1. Call to Order
2. Approval of Minutes – September 6, 2018 meeting
3. Complaints & Inquiries
 - a) Complaint # 11-20-2018 - Board Initiated (Log # corrected from #11-16-2018)
 - b) Inquiry # 11-14-2018 – Administratively Dismissed
4. Action Items Regarding Registration
 - a) Reciprocal Applications
 - b) Revoked NCARB Certificate
 - c) Non-Compliance with Continuing Education Requirement
 - d) Two Reinstatement Applications & Practice with Inactive License
 - e) Registration 2018-19 Update
5. Rule Review and Recommendations
 - a) Rule Review Report
 - b) Congruency of Rule Exemptions with Fire Marshal's and Building Officials' Requirements
 - c) Comparison of Fees in Surrounding Jurisdictions and Inquiry by Secretary of State's Office
6. Financial Report

7. New Business
 - a) Website Update
 - b) Purchasing Inspection Report
 - c) NCARB Chair/MBE Meeting – Oct. 12-13, 2018 in St. Louis, MO
 - d) Recognition of ARE passage, experience completion and registration
 - e) Update of brochure printed by WV State Board for of Registration for Professional Engineers
 - f) Newsletter article ideas

8. Administrative Items
 - a) P-card Logs September 2018 – November 2018
 - b) Travel Forms
 - c) Approval of Sick and Annual Leave

9. Good of the Order
 - a) State Journal interview and registered architect list
 - b) State Auditor’s Conference for Chapter 30 Boards
 - c) Update on Shared Services Implementation – SB 271
 - d) Upcoming Board Meeting Dates
 - Feb. 22, 2019 – Special Meeting, Rule Revision
 - March 21, 2019 – Quarterly Meeting
 - June 13, 2019 – Quarterly Meeting
 - Sept. 19, 2019 – Quarterly Meeting
 - Dec. 12, 2019 – Quarterly Meeting
 - e) Long Range Planning
 - March 7-9, NCARB Regional Summit, Nashville, TN
 - June 20-22, NCARB Annual Business Meeting, Washington, DC
 - f) Legislative Interim Schedule
 - Dec. 9-11

10. Adjournment

Meeting Minutes West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, WV 25301

Date: Thursday, December 6, 2018

Time: 12:00 P.M.

Attendees: Todd Boggess, Member (TB)
Richard T. Forren, President (RF)
Adam Krason, Member (AK)
Emily Papadopoulos, Executive Director (EP)
Wendy Scatterday, Member (WS) (by telephone)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Secretary (ET)
Jan Fox, Public Member (JF)
Mark Weiler, Assistant Attorney General (MW)

Absent: None

Order of Business

1. Meeting called to order at 12:20 p.m. by President Richard Forren.
2. Approval of Minutes
 - a. September 6, 2018 Board Meeting Minutes were approved. Motion to approve ES/JF. Motion passed unanimously.
3. Complaints & Inquiries
 - a. Complaint # 11-20-2018 initiated by Board regarding Architect sealing engineering drawings. Letter sent to architect Nov 20, 2018. Architect has 30 days to respond, no response to date. Question was raised if the building in question was exempt from the practice of architecture due to its size? Answered previously in the negative – its size exceeds 7,600 square feet.
 - b. Inquiry # 11-14-2018 is administratively dismissed. Complaint is against a contractor; the Board has no jurisdiction.
 - c. Inquiry # 01-24-2018 update: EP reported that the company has altered its website to remove “architectural”. TB believes the new wording, “building design engineer” and “we provide building design services for the following building types...” still implies the practice of architecture. Ohio’s Architects Board (the party is an engineer located in Ohio) has been notified.as well as the WV Board of Registration for Professional Engineers.
4. Action Items Regarding Registration
 - a. EP reviewed reciprocal applications for Patrick Moore and William Flynn. Motion to approve AK/TB. After review, the Board approved both applicants unanimously.
 - i. Scott Kremer’s reciprocal application did not disclose prior discipline that EP found in applicant’s NCARB record (applicant answered “no” to question regarding past discipline). Further action pending applicant’s response to letter being sent by EP requesting explanation.

- b. EP sent letter to Phillip Pecord 11/9/2018 informing him of the Board's action taken at its previous meeting to terminate his WV registration due to his NCARB certificate being revoked. Pecord has not pursued the alternative path to registration (i.e. without NCARB certificate). WV database indicates "revoked" but the Board felt "no license" would be more appropriate; EP to make the change.
- c. Thomas Little's license revoked by the Board at its previous meeting; he has not met CE requirements, license is not renewed per §2-1-8-8.4. EP was directed to notify Georgia and Tennessee jurisdictions of Little's ineligibility to renew resulting from now meeting the continuing education requirement.
- d. Two reinstatement applications & practice with inactive license:
 - i. Madison Spencer last active period was 2014. EP to send letter of explanation that the experience he reported during inactive period does not constitute the practice of architecture but he must become more familiar with the Board's Rules, and per Board policy shall pay a \$250 to reinstate his registration. Motion to approve AK/ES. Motion passed unanimously.
 - ii. Mark Viola reported practice during period of practice with inactive license. Board grants one-year benevolence during extended illness. Total of \$3,050 calculated based on Board policy: \$250 reinstatement fee, \$150 late renewal fee, \$2,400 (24 months x \$100/month) + \$250 for two and half months in current year. Of this amount, the board will only keep \$400.00 and the balance will be a fine (\$2,150) transferred to the General Revenue Fund and cover the estimated cost of disposition of the case (\$500) with the Attorney General's Office. Motion to approve AK/ES. Motion passed unanimously.
- e. Registration update: 1,233 total active registrants with 115 in-state and 1,118 out-of-state as of December 4, 2018.

5. Rule Review and Recommendations

- a. No response from Governor's office to date from Rule Review Report submitted by the Board. EP reported that other Chapter 30 Boards have had no response either. Board discussed goals for its February 22, 2019, meeting dedicated to follow-up of its review of Rules.
- b. ES and TB presented a report of the need for congruency of our Rules exemptions to the practice of architecture with requirements of the WV State Fire Marshal's office and Building Officials. There may be an opportunity to eliminate confusion and simplify our Rules by limiting current exemptions. This will be considered at the Board's 2/22/2019 meeting.
- c. EP presented a comparison of WV Architects Board fees with surrounding jurisdictions. The study revealed that WV's fees are generally similar to adjacent states. It was noted that WV Rules allow applicants to be late for renewal without much penalty when compared to other states.

6. Financial Report

- a. FY 2018-2019 year to date report reviewed by EP. Total expenditures to date are \$63,856.87. Revenue to date is \$31,758.72.
- b. Expenditures and revenue are running normally for this time of the year. No unusual costs or revenues to report.

7. New Business

- a. Board's website update: EP has been working on a lot of content to add when time permits. New site is not yet launched. Motion to dedicate up to \$4,000 in outside service assistance to EP to help with completing content etc. by ET/AK, motion passed unanimously.
- b. Purchasing Inspection Report: Completed October 10, 2018, the Board was given a "B" grade (84.8%). It was noted that this was a big improvement from the prior grade given in 2016 of "F".

- c. EP reported on her attendance at the NCARB Chair/MBE Meeting held October 12-13, 2018, in St. Louis, highlighting the areas of training and assistance at this meeting.
 - d. Board briefly discussed how it might in the future recognize WV candidates' passage of the ARE, completion of experience, and registration. EP will contact Judy Belcher at AIAWV about the possibility of doing this jointly at AIA Chapter meetings.
 - e. Update of brochure printed by WV State Board of Registration for Professional Engineers. Due to the brochure's statements that include architects' duties and responsibilities regarding sealing plans, EP asked Board members to review the content and provide feedback if changes or additions may be needed.
 - f. EP asked for ideas for the Board's next newsletter.
8. Administrative Items: After review of the following items, all were approved by acclamation:
- a. P-Card Log of expenditures September 2018 – October 2018
 - b. Travel Forms
 - c. Sick and Annual Leave
9. Good of the Order
- a. A recent *State Journal* article included interview with ET regarding architecture in WV; it did not include a list of in-state registrants as has been done in the past.
 - b. RF reported on his attendance at the State Auditor's conference for Chapter 30 Boards held November 27, 2018 in Charleston.
 - c. EP gave an update on "Shared Services Implementation" (SB 271). EP talked with staff at Oasis about applicability and feels this may be most helpful to our Board with larger purchasing items and contracts but does not have to be implemented in its entirety because a waiver process exists.
 - d. Upcoming Board meeting dates:
 - i. Feb 22, 2019 (special meeting dedicated to Rules review)
 - ii. Mar 21, 2019 – quarterly meeting
 - iii. Jun 13, 2019 – quarterly meeting
 - iv. Sep 19, 2019 – quarterly meeting
 - v. Dec 12, 2019 – quarterly meeting
 - e. Long Range Planning and upcoming events:
 - i. March 7-9, 2019 – NCARB Regional Summit, Nashville TN.
 - ii. June 20-22, 2019 – NCARB Annual Business Meeting, Washington DC
 - f. Legislative Interim Schedule
 - i. Dec 9-11, 2018
10. Next Meeting is scheduled for 12 o'clock noon Feb 22, 2019 at 405 Capitol Street in the 4th Floor Conference Room, Charleston WV.
11. Motion to adjourn by ES/WS at 4:05 pm
Respectively Submitted:

Edward W. Tucker FAIA, Secretary

Richard Forren, AIA, President

Emily Papadopoulos, Executive Director

West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, West Virginia 25301

Date: February 22, 2019

Time: 12:00 PM

Order of Business

1. Call to Order
2. Approval of Minutes – December 6, 2018 meeting
3. Complaints, Inquiries, and Discipline Issues
 - a) Complaint # 11-20-2018 - Board Initiated (previously listed as # 11-16-2018 in error)
 - b) Reciprocal Application without Disclosure
 - c) Mark Viola Consent Agreement
4. Action Items Regarding Registration
 - a) Reciprocal Application – Lynne McDonald
5. Legislative Report
6. Report on FARB Conference
7. Rule Review and Recommendations
8. New Business
 - a) New website and web address
 - b) Photo Submissions
 - c) Seal Brochure

9. Good of the Order
 - a) Quarterly Board Meeting – March 21, 2019
 - b) NCARB Regional Summit, Nashville, TN – March 7-9, 2019

10. Adjournment

Meeting Minutes West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, WV 25301

Date: Friday, February 22, 2019

Time: 12:00 P.M.

Attendees: Todd Boggess, Member (TB)
Adam Krason, Member (AK)
Emily Papadopoulos, Executive Director (EP)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Secretary (ET)
Jan Fox, Public Member (JF)
Mark Weiler, Assistant Attorney General (MW)

Absent: Richard Forren (RT)
Wendy Scatterday (WS)

Order of Business

1. Meeting called to order at 12:24 p.m. by Secretary Ed Tucker.
ET made a Point of Order to recognize the passing of Ted Boggess who served on the WV Board of Architects for over 25 years and had many projects of merit in WV, including numerous churches. On behalf of the Board, ET expressed sympathy to TB and his family.
2. Approval of Minutes
 - a. December 6, 2018 Board Meeting Minutes were approved. Motion to approve ES/AK. Motion passed unanimously.
3. Complaints & Inquiries
 - a. Complaint # 11-20-2018
ET offered a brief summary. Members felt action was warranted because the architect sealed documents he wasn't licensed to seal and didn't prepare. The Board voted to propose a consent agreement in lieu of a hearing with the architect agreeing to complete a two- hour CE on professional conduct/ethics and a penalty of \$500.00. Motion by AK; second by TB. Motion carried unanimously.
 - b. Reciprocal Application without Disclosure
After review of the documents submitted and EP's summary of the response from NCARB, the Board voted to register the architect and directed EP to compose a stern letter indicating that the architect needs to become more familiar with his NCARB file and his record as reflected on the Indiana Board's website. Motion by AK; second by TB. Motion carried unanimously.
 - c. EP reported that with the assistance of MW, the consent agreement for Mark Viola was completed. MW pointed out that all actions resulting in consent order/agreements or final orders should be disclosed as discipline.
4. Registration
 - a. Lynne McDonald's application for reciprocal registration passed unanimously with a motion by TB and second by ES.

5. Legislative Report

EP offered a brief summary of the status of bills that may affect registration or Board operations. She will give a final status at the next meeting.

6. FARB Report

This report was deferred since RT was absent.

7. Rule Review and Recommendations

The Board began Rule Review with Title 2, Legislative Rule, Series 1 Registration of Architects (2CSR1). ET recommended updating 2.2.14 to refer to the new test divisions of ARE 5.0 with six divisions. He also noted that IDP should become AXP throughout the rules and that IDP could be referenced in the definition of AXP. Consensus was that the words "ethical" and "professional" should replace "moral character" throughout the rules. The Board discussed 6.2.2 and how the emphasis in the rule is the word "after" and how the rule might be rewritten for clarity, after EP cited a few examples of confusion by applicants. EP will draft new language for this and other items for review at the next meeting. AK recommended a more punitive payment for late renewals beginning Sept. 1 to discourage lapsed licenses and architects practicing while inactive. AK also recommended establishing a policy/matrix for a minimum number of hours of CE to have completed to determine what is "willful disregard" of the CE requirement. See 8.4.3. AK will draft said policy for consideration, and the Board will revisit "after proper notice and hearing" at the end of 8.4.3. EP asked for clarification on the meaning of 9.5.1, and all agreed that they needed to clarify the intent behind it. The Board will continue discussion of rule review at its March meeting and review drafts of proposed language based upon this discussion.

8. New Business

EP showed the Board the new website and asked for suggestions for photos that could be used with news items. AK commented that photos should be of public buildings when buildings are shown. EP also summarized the changes for the seal brochure to be jointly published with the Engineers Board. In reviewing the text, members commented that "commercial structure" needs a more complete definition in rules/code.

9. Good of the Order & Adjournment

The Board reviewed the upcoming meetings, and the meeting was adjourned at 3:28 PM on a motion by ET and seconded by ES.

Respectively Submitted:

Edward W. Tucker FAIA, Secretary

Richard Forren, AIA, President

Emily Papadopoulos, Executive Director

West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, West Virginia 25301

Date: March 21, 2019

Time: 12:00 PM

Order of Business

1. Call to Order
2. Approval of Minutes – February 22, 2019.
3. Complaints, Inquiries, and Discipline Issues
 - a) Complaint # 11-20-2018 - Board Initiated
 - b) Update on Candidate for Registration
4. Action Items Regarding Registration
 - a) Reciprocal Applications
 - b) Reinstatement Applications
5. Financial Report
6. Legislative Summary
7. Rule Review & Recommendations
8. New Business
 - a) Region 2 Symposia Rules
 - b) 2019 Audit Report
 - c) Report on FARB Conference
9. Registration Report
10. PCard and Leave Approval
11. Good of the Order

Upcoming Board Meeting Dates

- June 13, 2019 – Quarterly Meeting
- Sept. 19, 2019 – Quarterly Meeting
- Dec. 12, 2019 – Quarterly Meeting

Long Range Planning

- June 20-22, NCARB Annual Business Meeting, Washington, DC

12. Adjournment

Meeting Minutes West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, WV 25301

Date: Thursday, March 21, 2019

Time: 12:00 P.M.

Attendees: Todd Boggess, Member (TB) (via teleconference)
Richard T. Forren, President (RF)
Adam Krason, Member (AK)
Emily Papadopoulos, Executive Director (EP)
Wendy Scatterday, Member (WS) (via teleconference)
Edsel Smith, Public Member (ES) (via teleconference)
Edward W. Tucker, Secretary (ET)
Mark Weiler, Assistant Attorney General (MW)

Absent: Jan Fox, Public Member (JF)

Order of Business

1. Meeting called to order at 1:00 p.m. by President Richard Forren.
2. Approval of Minutes
 - a. February 22, 2019 Board Meeting Minutes were approved. Motion to approve AK/ET. Motion passed unanimously.
3. Complaints & Inquiries
 - a. Complaint # 11-20-2018:
 - i. Registrant requested an informal hearing before the Board in response to the Board's complaint and offer of consent agreement. Registrant and his attorney joined the meeting by teleconference and the registrant's local counsel joined the meeting in person to explain/defend actions taken and subsequently answer questions by Board members.
 - ii. Registrant and his attorney left the meeting (by teleconference) and his local counsel departed after all questions of the Board had been answered.
 - iii. Motion to go into executive session by ET/WS. Motion approved unanimously.
 - iv. Motion to go out of executive session by ET/WS. Motion approved unanimously.
 - v. Motion to revise consent order by omitting requirement for remedial continuing education, revise violation language to benign infraction relative to the actions of the registrant ET/WS. Motion approved unanimously. MW to make revisions.
 - vi. MW left the meeting.
 - b. Update on candidate for registration who was using NCARB initials: EP notified NCARB staff that candidate was using NCARB initials in promotion of new business as if certified. NCARB communicated to the candidate that NCARB initials may not be used prior to obtaining certificate.
4. Action Items Regarding Registration
 - a. Reciprocal Applications: None to review at this time.
 - b. Reinstatement Applications:
 - i. Orling: Reinstatement of registration \$1,250 was determined appropriate based on period of activity when registration had lapsed: \$250 reinstatement fee, \$150 late

renewal fee, \$850 for 8.5 months in current year. Of this amount, \$500.00 is a civil penalty which will be transferred to the General Revenue Fund; \$350.00 will reimburse the Board for the cost of disposition of the matter. Motion to approve WS/ET. Motion passed unanimously.

5. Financial Report
 - a. FY 2018-2019 year to date report reviewed by EP. Cash balance is \$210,608.14.
 - b. Expenditures and revenue are running normally for this time of the year. No unusual costs or revenues to report.
 - c. New website is up and running successfully. Next major endeavor, with associated expense, will be development of new database of registrants.
 - d. Board office building is under new management (Riggs), new owners and state are working on new leases. No indication that rent will increase at this time.
6. Legislative Summary
 - a. EP distributed a report of bills passed during this year's session with potential impact on Chapter 30 Boards. She reported that SB 396 will have a limited impact on Architects Board; other boards are working to determine impact.
7. Rule Review and Recommendations
 - a. EP is working on revision language to implement Rule changes recommended by the Board in February 22, 2019 Rules review meeting.
 - b.
8. New Business
 - a. Region 2 Symposia Rules:
 - i. ET reported on Region 2 actions taken at March NCARB Regional Summit (held in Nashville, TN) regarding expenditures and eligible reimbursements for speakers at future Educator/Student/Practitioner Symposia. Next Symposium is to be held at University of Virginia, Charlottesville VA, in the fall of 2020.
 - ii. EP, RF, TB, JF, ES, and ET attended this year's Regional Summit.
 - b. 2019 Continuing Education Audit:
 - i. EP reported 63 registrants were audited with 37 fully compliant to date. EP tracking non-compliant registrants, number of hours deficient, status.
 - ii. AK would like to explore using a graduated matrix of fees that increase as the number of hours reported by registrant decreases and/or a minimum number of hours accumulated below which would be considered "willful disregard" of the continuing education requirement.
 - c. Report on FARB (Federation of Associations of Regulatory Boards) Conference:
 - i. RF attended. He gave a summary of information covered, advice to boards which included performing an exhaustive review of Rules (WV Architects Board has just completed this) and boards should not be afraid to challenge recommendations of the AG's office to the board.
9. Registration Report
 - a. Currently there are 1,277 total active registrants; 117 are WV residents and 1,159 reside out-of-state.
10. Administrative Items: After review of the following items, all were approved by acclamation:
 - a. P-Card Log of expenditures December 2018 – February 2019
 - b. Travel Forms
 - c. Sick and Annual Leave
11. Good of the Order
 - a. Upcoming Board meeting dates:
 - i. Jun 13, 2019 – quarterly meeting
 - ii. Sep 19, 2019 – quarterly meeting

- iii. Dec 12, 2019 – quarterly meeting
 - b. Long Range Planning and upcoming events:
 - i. June 20-22, 2019 – NCARB Annual Business Meeting, Washington DC
- 12. Next Meeting is scheduled for 12 o'clock noon Jun 13, 2019 at 405 Capitol Street in the 4th Floor Conference Room, Charleston WV.
- 13. Motion to adjourn by ET/TB at 4:00 pm
Respectively Submitted:

Edward W. Tucker FAIA, Secretary

Richard Forren, AIA, President

Emily Papadopoulos, Executive Director

West Virginia Board of Architects



Location: Conference Call Originating from
405 Capitol Street
Charleston, West Virginia 25301

Date: May 24, 2019

Time: 9:30 AM

Order of Business

1. Call to Order
2. Review of Proposed Changes and Comments to
 - a. Title 2, Series 3, Fees for Registration of Architects
 - b. Title 2, Series 1, Registration of Architects
3. Building Safety Month
4. Good of the Order

Meeting Minutes West Virginia Board of Architects



Location: Meeting via Teleconference
Call originated from Board Office

Date: Thursday, May 24, 2019

Time: 9:30 A.M.

Attendees: Todd Boggess, Member (TB)
Richard T. Forren, President (RF)
Jan Fox, Public Member (JF)
Adam Krason, Member (AK)
Emily Papadopoulos, Executive Director (EP)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Secretary (ET)

Absent: Wendy Scatterday (WS)

Order of Business

1. Meeting called to order at 9:32 a.m. President Richard Forren.
2. Review of Rule Changes
 - a. EP reviewed all the changes proposed to Title 2, Series 3, Fees for Registration of Architects. All voiced support to reduce the amount of time for late renewals from 12 months to six. On a motion by AK and seconded by ET, the rules changes were approved for submission to the Governor and Secretary of State.
 - b. EP reviewed the changes proposed to Title 2, Series 1, Registration of Architects. ET explained the proposed changes to 6.2.2 to provide more clarity and the intent behind the original rule. On a motion by TB and seconded by JF, the rule changes were approved for submission to the Governor and Secretary of State.
3. Building Safety Month
 - a. RT asked the Board to consider jointly providing Building Safety Month with the Office of the WV Fire Marshal during the month of May in the future to enhance public awareness of building safety and the importance code compliance plays. The Board discussed the matter and will work toward planning for next spring.
4. Good of the Order
 - a. EP reported that renewal postcards had been sent and that electronic reminders will begin the following week. She also reminded the Board of the election of officers and final budget review at the June meeting and shared her intent to fill the temporary part-time position for the summer and early fall; the Board expressed support.
 - b. ET reported that he was reappointed to NCARB's ARE 5.0 Item Writing Committee and will continue as Coordinator of the Construction and Evaluation Division.
5. Adjournment
On a motion by AK, seconded by ES, the meeting was adjourned at 10:22 AM.
Respectively Submitted:

Edward W. Tucker FAIA, Secretary

Richard Forren, AIA, President

Emily Papadopoulos, Executive Director

West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, West Virginia 25301

Date: June 13, 2019

Time: 12:00 PM

Order of Business

1. Call to Order
2. Approval of Minutes – March 21, 2019 and May 24, 2019
3. Election of Officers
4. Complaints, Inquiries, and Discipline Issues
 - a) Complaint # 11-20-2018 - Board Initiated
 - b) Complaint # 05-14-2019 – Committee Recommendation
 - c) Candidate for Registration – Committee Recommendation
5. Action Items Regarding Registration
 - a) Reciprocal Applications
 - b) Reinstatement Applications
6. Financial Report
 - a) Budget to Actual Summary
 - b) End of the Year Projections
 - c) FY2020 Budget and ATB Raise
7. Proposed Rule Changes
 - a) Applications for Fee Waivers
8. New Business
 - d) Building Safety Month
 - e) 2019 Audit Report

9. Registration Report
10. PCard and Leave Approval
11. Good of the Order
 - Upcoming Board Meeting Dates
 - Sept. 19, 2019 – Quarterly Meeting
 - Dec. 12, 2019 – Quarterly Meeting
 - Long Range Planning
 - June 20-22, NCARB Annual Business Meeting, Washington, DC
12. Adjournment

Meeting Minutes West Virginia Board of Architects



Location: 405 Capitol Street
4th Floor Conference Room
Charleston, WV 25301

Date: Thursday, June 13, 2019

Time: 12:00 P.M.

Attendees: Todd Boggess, Member (TB)
Richard T. Forren, President (RF)
Jan Fox, Public Member (JF) via telephone
Adam Krason, Member (AK)
Emily Papadopoulos, Executive Director (EP)
Edsel Smith, Public Member (ES)
Edward W. Tucker, Secretary (ET)
Wendy Scatterday (WS) via telephone

Mark Weiler, WV Attorney General's counsel to the Board, joined the meeting at 1:57 pm

Absent: None

Order of Business

1. Meeting called to order at 12:30 p.m. by President Richard Forren.
2. Approval of Minutes
 - a. March 21, 2019 and May 24, 2019 Board Meeting Minutes were approved. Motion to approve AK/ES. Motion passed unanimously.
3. Election of Officers
 - a. AK was nominated by RF with a second by ET for President. ET was nominated by ES, with a second by AK for Secretary; both were elected by acclamation. The Board expressed its appreciation to RF for his service as President for the past four years.
4. Complaints & Inquiries
 - a. Complaint # 11-20-2018:
 - i. After discussion, motion made by RF/ES to approve consent order as drafted by Weiler (with provision for omitting requirement for remedial continuing education). Motion passed unanimously.
 - b. Complaint # 05-14-2019:
 - i. Complaint Committee is still in process of evaluating the complaint.
 - ii. Committee is seeking additional information and will report findings at future date.
 - c. Complaint Committee also reviewed reciprocal application from Thomas Hall. Candidate did not disclose discipline that was on his NCARB record from action taken by Pennsylvania. Committee recommends denial of reciprocal registration, motion seconded by ES. Motion passed unanimously.
 - d. Registrant Kenneth Mackenzie's renewal application was reviewed in meeting. Architect had gained reciprocal registration without disclosing discipline investigation from 2014 but has since brought the disciplinary action to the Board's attention. Board recommends approval of renewal with warning letter that discipline investigation and outcome should have been disclosed; future non-disclosures will result in a renewal denial.

5. Action Items Regarding Registration
 - a. Reciprocal Applications: None to review at this time.
 - b. Reinstatement Applications: None to review at this time.

6. Financial Report
 - a. FY 2018-2019 report presented by EP. \$137,403 expenses to date, \$112,758 renewal revenue to date. Cash balance is \$236,622.
 - b. End of Year projections:
 - i. Rent payments totaling approximately \$3,800 for the previous 5 months have not been able to be disbursed due to Riggs Management still not being registered as a vendor with the State of WV. Building is owned by the bank due to foreclosure.
 - ii. EP reports the copier is at the point where a new one is needed. Board directed EP to investigate purchase or lease option of a new copier.
 - iii. EP to seek temporary help for summer months similar to prior year due primarily to volume of renewals at this time of the year.
 - c. FY2020 Budget and ATB (Across the Board) Raise:
 - i. ATB = "Across the Board" raise of 5% of the average of all state employees' salaries was approved by the Legislature earlier this year. This equates to annual increase of \$2,370 not including labor burden. Motion by AK/ES to approve this increase for EP passed unanimously.
 - ii. FY2020 budget proposal presented by EP. After review, the Board recommended approval of budgeted expenditures of \$169,304 with the addition of the ATB salary increase plus labor burden.
 1. A future budget amendment will need to be made to account for:
 - a. Increase per diem plus temporary employee position
 - b. Increase for copier purchase or annual lease
 - c. Increase for costs associated with purchase and migration of registrant data base to new platform
 - d. Board office building is under new management (Riggs); new owners and state are working on new leases. No indication that rent will increase at this time.

7. Rule Review Changes
 - a. Applications for Fee Waivers: Request for public comments resulted in 3 comments received, all supportive of proposed changes.
 - b. EP will continue with Rule change filing and process and finalize fee waiver applications.

8. New Business
 - a. Building Safety Month:
 - i. Suggestion by Board to work with the Governor's office to recognize a Building Safety Month in West Virginia, potentially along with code officials, to recognize the value of building safety and to generally promote its importance.
 - ii. ES and RF agreed to work toward this goal and to serve as liaison between the WV State Fire Marshall's and Governor's office to establish this.
 - iii. EP noted that Al Zaccone, Region 2 Member Board Member (New Jersey) is in the process of developing a page of talking points to take to legislators regarding the importance of regulating the practice of architecture.
 - iv. It was further suggested that the Engineer's Board be brought into this effort at the right time.
 - b. 2019 Continuing Education Audit Report:
 - i. EP reported of the 63 registrants that were audited, 60 are now compliant, 1 is deceased, and 2 are non-responsive.

- ii. Board continued discussion from prior meeting of potential changes in policy and Rules to strengthen action taken against those who are found non-compliant. These may include using a graduated matrix of fees that increase as the number of hours reported by registrant decreases and/or a minimum number of hours accumulated below which would be considered “willful disregard” of the continuing education requirement. EP to investigate what other jurisdictions have in place regarding non-compliance with CE requirements.

9. Registration Report

- a. As of May 31, 2019, there are 1,313 total active registrants of which 119 are WV residents and 1,194 reside out-of-state.

10. Administrative Items: After review of the following items, all were approved by acclamation:

- a. P-Card Log of expenditures February 2019 – April 2019
- b. Travel Forms
- c. Sick and Annual Leave

11. Good of the Order

- a. Upcoming Board meeting dates:
 - i. Sep 19, 2019 – quarterly meeting
 - ii. Dec 12, 2019 – quarterly meeting
- b. Long Range Planning and upcoming events:
 - i. June 20-22, 2019 – NCARB Annual Business Meeting, Washington DC. EP, RF, ES plan to attend.

12. Meeting adjourned at 2:45 pm

Respectively Submitted:

Edward W. Tucker FAIA, Secretary

Adam Krason, AIA, President

Emily Papadopoulos, Executive Director